January 1969
to
December 1976

January 22, 1969

The January meeting was held with four members present.

The secretarys report was read and accepted.

Treasurers report: There's $277 left in the check book plus money due on interest in special notice account.

The librarians report was read and accepted and a report for the past year was turned in to the town clerk for the Town Report.

The next meeting will be held on February 19th.

Respectfully submitted
Audrey R. Brown
Secretary

January, 1969

Report to Griswold Memorial Library Trustees

Book circulation in December, 1968 was 499 books, 236 adult, 139 juvenile and 124 book mobile. Eleven records were loaned.

We took in $3.27 in fines; and paid out 86 cents for postage, notebook and Christmas decorations. I also had to pay Ralph Hicks ~~$5.36~~ 4.50 from petty cash for snow removal.

The book committee meeting was postponed because of bad driving.

Elaine Lively worked two hours for me; and the library was open full times.

I have made out the report for the year and given it to the town clerk, after having Rolland look it over.

I made out eight reading certificates during December.

Franklin Fuel forget to deliver oil so the furnace went out, but luckily I was here and we got it started on the Friday afternoon just before dark, so it was out only a few hours.

Respectfully submitted,

Louise O'Brien

January, 1969

Report to Glenwood Memorial Library Trustees

Book circulation in December, 1968 was 699 books, 556 adult, 139 juvenile and 1.4 book mobile. Eleven records were loaned.

We took in $4.37 in fines; and paid out 55 cents for postage, notebook and Christmas decorations. I also had to pay Ralph Hicks $6.00 from petty cash for snow removal.

The book committee meeting was postponed because of bad driving.

Elaborately worked two hours for me; and the Library was open full time.

I have made out the report for the year and given it to the town clerk, after having Holland look it over.

I made out eight reading certificates during December.

Franklin had forgot to deliver oil so the furnace went out, but luckily I was here and we got it started on the Friday afternoon just before dark, so it was out only a few hours.

Respectfully submitted,

[signature]

February 26, 1969

The February meeting was held with all six trustees and the librarian present.

Secretarys report was read and accepted.

The librarians report for last month was read and it was noted that April 20th-26 is National Library week. A program for that week is being considered.

Mrs O'Brien would like to schedule a program on Adult Book Selection from March 25th to April 15. This program will give Mrs O'Brien needed credit for being Head librarian

New Business;

three new members were welcomed to the library. Mrs Velma Aiken, Mrs Helen Call & Mrs Charles Mayer.

New officers were elected as follows:

Chairman - Charles Mayer

Treasurer - Velma Aiken

Secretary Audrey Brown

Finance -

Public Relations - Helen Call

Buildings & Grounds - Roland Gifford, Herbert Saunders & Charles Mayer

The book committee will be the same as last year with the exceptions of Pearl Germain who has moved and Mr Mayer who has become a trustee member

The next meeting will be March 19th

Respectfully submitted
Audrey K Brown

February, 1969.

Report to the Griswold Memorial Library Trustees

Circulation of books during January, 1969 totalled 539. Of these 297 were adult, 148 juvenile and 94 bookmobile books. Eleven records were loaned.

We took in $3.93 in fines; and paid out 90 cents for postage and typewriter paper.

The regular meeting of the book committee was held.

Elaine Lively worked for me two days at the end of the month. The library was open full time.

I made out nine reading certificates to fifth grade pupils, of which one was an honor certificate.

Gift books were received from the Schneiders in January, two of them dealing with negroes and slavery, one a cook book and one on international affairs.

Respectfully submitted,

Louise O'Brien

February, 1929.

Report to the Griswold Memorial Library Trustees

Circulation of books during January, 1929 totalled 839.
Of these 297 were adult, 145 juvenile and 94 bookmobile books.
Eleven records were loaned.

We took in $3.95 in fines; and paid out 90 cents for postage and typewriter paper.

The regular meeting of the book committee was held.

Elaine Lively worked for me two days at the end of the month.

The library was open full time.

I made out nine reading certificates to fifth grade pupils, of which one was an honor certificate.

Gift books were received from the Schneiders in January, two of them dealing with negroes and slavery, one a cook book and one on international affairs.

Respectfully submitted,

Grace D. Skinner

March 19, 1969

The March trustees meeting was held with four members and the librarian present.

The secretary report was read and accepted.

The treasurers report was read and accepted. The town appropriation has been deposited to the library account and the balance is now $2850.32. The treasurer is waiting for the auditors to release the cash fund before writing checks to cover the current bills.

The librarians report was read and accepted.

Old business

Mrs O'Brien has succeeded in scheduling a program on Colonial Boot Selection at the regional library with area librarians attending.

New business

Mrs Rockwell Osselton will be asked to show slides during National Library week. If she is unable to do so other arrangements will be made for the program.

The next meeting will be held on April 9th.

Respectfully submitted
Audrey R. Brown
secretary

March, 1969

Report to Griswold Memorial Library Trustees

During February, 1969, total circulation of books at Griswold Memorial Library was 429; adult, 185, juvenile 123 and bookmobile 121. Twenty-eight records were loaned.

We took in $1.31 in fines for overdue books; and paid out as follows: World almanac 1.80; postage 70 cents; Supt' of Documents at Washington, D.C. for bulletins-1.20; Ralph Hicks for snow removal 3.00, making a total of $6.60.

The library was closed one day because of the weather. Elaine Lively worked two full days for me when I was unable to be here, and part time one day.

All members of the book committee said they were happy to serve another year, but with the exception of Pearl Germain, who has moved to Shelburne Falls. The members are Mr. and Mrs. Walter Schneider, Mr. and Mrs. James Bowen, Mrs. Evelyn Pennegar and Mrs Althea Caswell.

The library received gift books as follows:

5 second hand children's books from Charles Mayer,

1 history book from the Walter Schneiders,

4 adult books, 4 juvenile books and several juvenile paper backs from the Moody Press, and

7 copies of the American Heritage from Royal Davenport.

A course in Selection of Books for Adults , under the direction of Miss Church of the Springfield state regional office will be held here Tueday mornings beginning at 9:30 March 25 thru April 29. I hope we can have the library smartened up a bit before then, dusting and the glass in the doorswashed, etc.

During the month I made several trips to Greenfield to pick up and return books at the two libraries there, which had been requested, mainly by students. I have also delivered books to a couple shut-ins all winter. Respectfully submitted,

Lonnie O'Brien

March 3, 1969

To Whom It May Concern:

This is to advice that the Board of Trustees of the Griswold Memorial Library has elected Velma B. Aiken as Treasurer for the Board and hereby Authorizes her to conduct all financial business fo r the Griswold Memorial Library; including making deposits, withdrawals, signing checks, and access to the safe deposit box.

Very truly yours,

GRISWOLD MEMORIAL LIBRARY

By Audrey R Brown
Audrey R. Brown, Secretary

Attested: Charles C. B. Mayer, Chairman

Charles C B Mayer

March 3, 1969

To Whom It May Concern:

This is to advise that the Board of Trustees of the Griswold Memorial Library has elected Velma B. Aiken as Treasurer for the Board and hereby Authorizes her to conduct all financial business fo r the Griswold Memorial Library; including making deposits, withdrawals, signing checks, and access to the safe deposit box.

Very truly yours,

GRISWOLD MEMORIAL LIBRARY

By _____
Audrey R. Brown, Secretary

Attested: Charles C. B. Meyer, Chairman

April 9 1969

The April meeting was held with all six members and the librarian present.

The secretarys report was read and accepted for March.

Treasurers report= Treasurer reported going to the bank with the auditor to clip coupons. There is a balance of $2690.99.
The auditor is still going over the books.

The librarians report for March was read and accepted.

Old Business= A letter has been written to the bank advising them of the election of Mrs. Aiken as treasurer of the board and giving her authorization for all financial business of the board.

New Business= Mrs. O'Brien wants to have social security taken from her pay as librarian. The town clerk will be consulted as to the best way to have this done.

A program for National Library Week has been chosen and will be held on April 24. Mrs. Rockwell Donelson will be guest speaker and will show slides.

The next meeting will be held on May 21.

Respectfully submitted
Audrey R Brown
secretary

April, 1969

Report to Griswold Memorial Library Trustees

The total book circulation at the Griswold Memorial Library during March, 1969 was adults 290, juvenile 238 and bookmobile 127. Two records were loaned.

We took in $2.84 in fines and paid out nothing. I have been picking up and returning books at the regional library and the town library in Greenfield, so this saves postage.

Several people have been using our geneology records.

Elaine Lively worked one day and one hour on two other days for me. The library was open full time.

The book committeee held its regular meeting.

Miss Cornelia Church, supervisor of the Massachusetts Western Regional Library system from Springfield, is teaching a course here at our library on Selection of Books for Adults. Librarians and trustees from Shelburne, Leyden and Ashfield are attending the morning classes. Also Miss Muriel O'Brien, who has substituted at the library, is attending with me. Three meetings have been held, and next Tuesday will complete the series. I can happy that Miss Church could come here to teach the course, as it is beneficial to all of us.

Last evening I attended a meeting of the Mohawk school district librarians at the Mohawk library.

Respectfully submitted,

Louise O'Brien

Report to Colonel Francis Lowell Dawes

The total book circulation at the [illegible] during [illegible], [illegible] was [illegible], [illegible] and [illegible] [illegible]. Two [illegible] were issued.

We took in $2.84 in fines and paid out nothing. I have been [illegible] [illegible] at the [illegible] library [illegible] been library in [illegible], [illegible].

Several people have been using our genealogy records.

Helene [illegible] [illegible] [illegible] by [illegible] [illegible] [illegible]. The library [illegible] [illegible].

[illegible]

Miss Cornelia Church, supervisor of the Massachusetts Western Regional Library [illegible], is [illegible] a [illegible] here at the library on [illegible] of [illegible] the [illegible], [illegible] and [illegible] [illegible] and [illegible], Loyden and Ashfield are attending the morning classes. Also Miss Muriel O'Brien, who has substituted at the library, is [illegible] with me. Three meetings have been held, and next Tuesday will complete the series. I can hardly that Miss Church could come here [illegible] [illegible], as it is [illegible] [illegible].

[illegible] [illegible] [illegible] [illegible] at the [illegible] [illegible] [illegible] at the [illegible] Library.

Respectfully submitted,

[illegible]

May 21, 1969

The May meeting was held with four members and the librarian present.

The secretarys report was read and accepted.

Treasurers report; Treasurer reported a balance on hand of $2316.13 in checking account, also $30 cash.
T
Treasurer reported that the auditor is all through with the books and that everything is satisfactory.

The librarians report for April was read and accepted.

Old Business; The program for National Book Week was well accepted and attended by fifteen. The

It has been ascertained that social security is not taken from town employees, this covers the librarian.

New Business; There has been a change in the book mobile schedule

The library will be opened on Monday May 26th and closed on Friday May 30th. for the Memorial Day holiday.

A doner called with books and wants an itemized reciept for tax purposes.

There was a discussion on what percentage of the total budget is to be spent on books.

Widening the sidewalk in front of the library is being taken under consideration.

The next meeting will be held on June 18th,

Respectfully submitted
Audrey R. Brown
secretary

May, 1969.

Report to Griswold Memorial Library Trustees

Total book circulation during April, 1969 was 655, of which 242 were adult, 270 juvenile, and 143 bookmobile books. Ten records were loaned.

We took in $1.84 in fines, and paid out $1.95 for a plant for Mrs. Donelson in appreciation for showing her slides, and 54 cents for postage.

The library was open full time, with Elaine Lively working one hour one evening.

The National Library Week program was attended by fifteen, which is good for this community. Mrs. Rockwell Donelson showed slides of her trip west. Refreshments were served by the trustees and librarian. It was a pleasant evening, and those attending seemed to enjoy the program, the social hour and the new books which were on display.

We received two gifts books from the Schneiders.

Reading certificates awarded during April were as follows: Grade 4- five certificates; Grade 5- six certificates and grade 6- two certificates.

I have been weeding the fiction shelves of old novels which are never taken out, are extremely shabby and are not in the standard library catalog. With the permission of the committee, these will be shelved in the basement to make room for new books. Before discarding any, I think we should check titles and authors with a used book dealer for possible valuable books.

Respectfully submitted,

Louise O'Brien

June 18,1969

The June meeting was held with four members and the Librarian present.

The secretary's report was read and accepted.

There was no treasurers report this month .

The librarians report was read and accepted. The library will be closed on July 4,. There will be a fine free week from June 23 through the 30th. The P&S Rare Books Inc. will come and check through our books dated from 1800. They may be interested in buying some for colleges and museums.

New Business: Herb Saunders will cut grass for month of July for Charles Ainsworth.

A motinn has been passed to pay substitute help $1.25.

The roof in the childrens room leaked very badly during a recent storm.

The next meeting will be held in September.

Respectfully submitted
Audrey R Brown
secretary

June, 1969.

Report to Griswold Memorial Library Trustees

The total book circulation for May, 1969 was 587; of which 198 were adult, 243 juvenile, and 146 bookmobile books. Nine records were loaned.

The library received $2.47 in fines; and paid out $1.09 for a book and postage.

Mrs. Carol Moscato gave sixty books to the library, of which eight were duplicates, and a few are paperbacks, but the majority are good books, most of them book club editions.

The book committee held its regular meeting in May and also this month. It will meet in July, but not in August.

A good many of the children's books were damaged by the heavy rain which fell this weekend. I took towels to sop up the water which was standing on the shelves with the books absorbing the water. This is the worst damage to books we've had since I've been here. I'm afraid the Chandler painting will be damaged also, if this water becomes a regular occurence.

Concluded the reading certificates today, I have made out twelve regular certificates and five honor certificates, since May 1.

Beginning July 8, we will begin the summer reading program for Colrain school children, grades 1 - 6. On August 27, at the close of the program, we want to have a little program and light refeshments for the children, as we have done the last two years.

Respectfully submitted,

Louise Olsen

September 17, 1969

The September meeting was held with five members and the librarian present.

The secretarys report was read and accepted.

Treasurer's report: Treasurer reported clipping coupons and depositing $155 to the checking account. There was $11.87 from the FranklinS Savings Bank (interest on bonding principle) and also $23.92 from interest on some stocks which was deposited to the checking account.

OLD BUSINESS; Mr. Schecterle has repaired the roof over the childrens room.

Mr. Herbert Saunders has repaired the light globe in front of the library. Mr. Saunders will check further on the dehumidifier for the library basement.

The librarian was not able to check on the M&S Rare Book companyas the Chamber of Commerce in the city thier from has no record of them.

NEW BUSINESS; New batteries are needed for the emergency lights.

There was a vote to have more books rebound.

There was a discussion of the maintenance fund it's origin and how the monies are to be spent.Mrs. Aiken read excerpts from wills of the various doners to the libraryon how they wished thie money used.

The next meeting will be held on October 15, 1969.

Respectfully submitted
Audrey R. Brown
secretary

September, 1969.

Report to Trustees

Following is the peport for the summer months of July and August in brief: Circulation total for July was 1112 books and 80 records; for August 1234 books and 48 records. The large increase was due to the summer reading program.

Conducted for the first six grades through the summer months, there were 45 children actively reading books. Of these twenty-one completed twenty books and were awarded reading certificates at the closing exercises the last week in August. This program was attended by 50 children and several parents. Walter Schneider ran the town projector and showed three films which I had borrowed from the Regional library in Greenfield. After awarding the certificates, we had a drawing for two prize books, and served ice cream cups to all the children. A note for next year: I'll need help. Joanna Parker & Steven Shaver

The program was a success and brought several new families to the library and stimulated interest in reading, but it was an enormous amount of work with so many children swamping the desk, and only one person to take care of them all. The expense was as follows: icecream, 5.00; prize book, 1.00. Also I used one of the books from the regular order as a prize; and there was the cost of the reading club packet ordered in the spring.

Other expense during the summer was less than fifty cents for postage. We received $4.67 in fines during the two months.

Audrey Brown substituted for me an hour and a half one evening. Aside from that I've been here all summer.

The bookmobile has been coming on Thursday this summer, and I have put in for the time, as it meant a special trip up here. I have not put in extra for the overtime I've spent on the children's program, and figuring the records at night.

Respectfully submitted,
Louise O'Brien

[illegible]

[illegible] Lincoln was the to [illegible] summer [illegible].

Concerning [illegible] the summer [illegible] there were at outdoors [illegible] needs a book. Of these twenty-one completed [illegible] at the closing exercises [illegible] to Argyle. This project was achieved by [illegible] and several parents. [illegible] the town postmaster and [illegible] the Regional Library [illegible]. After searching the [illegible] we had a drawing for two picture books, and [illegible] to all the children. [illegible] the [illegible] children.

[illegible] to reading, but it was an [illegible] children [illegible] the [illegible] of [illegible]: Lincoln, [illegible] Book, [illegible]. After [illegible] one of two books from [illegible] owner or a picture; and there was the [illegible] of the reading [illegible] in the [illegible].

Other [illegible] during the summer [illegible] than fifty [illegible] for [illegible]. [illegible] in these [illegible] the [illegible].

[illegible] substituted for [illegible] and a half [illegible]. Radio [illegible] been [illegible].

The [illegible] has been [illegible] this [illegible]. I have put it [illegible] the [illegible], as it [illegible] a [illegible] to [illegible]. [illegible] put in [illegible] the [illegible] on the [illegible] and [illegible] the [illegible] at [illegible].

October 15, 1969

The October meeting was held with all members and the librarian present.

The secretarys report for September was read and accepted.

Treasurer's report= The balance as of October first was $1132.66

OLD BUSINESS= It has been ascertained that the State won't permit removing the sidewalk in front of the library to make a parking area. It is against the law to park on state highway land so there will be further discussion about a parking area at a later meeting.

Mr. Saunders has put two coats of varnish on the front door of the library building.

Mrs. OBrien will write to a book company in Brattleboro, Vermont concerning our old books.

NEW BUSINESS= Mr. Saunders will install more lighting in the childrens reading room.

There was a general discussion on how much money has been spent on books for this year. The library should spend 20% of expenditures to comply with state regulations.

The next meeting will be held on November 19, 1969.

Respectfully submitted
Audrey R. Brown
secretary

October, 1969.

Report to Trustees of Griswold Memorial Library

Book circulation during the month of September, 1969 was 770 books loaned. Of these 232 were adult books, 307 were juvenile, and 231 were bookmobile books. Forty-six records went out.

We received $1.54 in fines; and paid out 27 cents for postage.

The library was open full time.

People continue to request books which we do not have on the shelves, so I borrow them from the Regional Library, and from Greenfield Public Library. One book borrowed for a local college student was not returned, and so we have sent her the bill.

The book committee has been meeting all summer, and we have some very good books. We find several of the new books listed on the Congregational Church book list are all ready here.

We appreciate the delayed action switch on the outside light, and the new switch which connects the light in the stone light house; the work was done by Herbert Saunders. He also refinished the outside door, greatly improving its appearance.

Respectfully submitted,

Louise O'Brien,

Louise O'Brien, Librarian.

November 19, 1969

The November meeting was held with all members and the librrian present.

The secretary's report was read and accepted.

Treasurer's report= The treasurer reported paying all bills received. The balance in the checking account is $997.54.

The librarian's report for last month was read and accepted.

OLD BUSINESS= The dehumidifier has been ordered for the library basement and should be received in approximatly ten days.

A representative from a Brattleboro, Vermont rare book concern came and inspected the librarie's old books but would only offer one dollar ($1) per bookso it was voted to keep them here. (The $1 was for only a few of these book)

NEW BUSINESS= Permission was granted the librarian to open the library on Thursday night November20, for a program for children ending Children's Book Week. Awards and candy will be given all the children.

A tile needs replacing in the foyer.

Mr. Archie Worden Sr. will be asked if he would be interested in doing the snow removal for the library grounds this winter.

There was a discussion on the possibility of purchasing a snowblower for the library if this would make a more tempting job offer.
Mr. Saunders will ask Mr. Robert Lively about the cost of a blower.

There was a general discussion on the yearly state forms to be filled out concerning the minimumn expenditures and also on our librarians credits for full filling her obligation for head librarian.

The next meeting will be held on December 17, 1969.

Respectfully submitted
Audrey R Brown
secretary

November, 1969.

Report to Griswold Memorial Library Trustees

Book circulation during October, 1969 totalled 717 books and 46 records. Of these 238 were adult books, 280, juv nile, and 199 bookmobile.

We took in $3.60 in fines; and paid out fifteen cents for postage.

Audrey Brown worked four days to keep the library open full time. I was home with the grippe. Charles Mayer also worked two hours.

The book committee met, and the Schneiders gave us another new book, "The Uncompleted Past." John Coutu gave us a novel, "2001 a Space Odyssey." Mrs. Pennegar reports that a "History of Colrain" has been written by ; so we'll be watching for it .

Respectfully submitted,

Louise O'Brien, Librarian.

December 17, 1969

The December meeting was held with all members and the librarian present.

The secretarys report was read and accepted.

Treasurers report: Treasurer reported a balance of $697.98 left in the checking account.

The librarians report was read and accepted.

Old Business: A snow blower was considered too expensive for the present.

Mr Worden will clear the snow from walk and steps for two dollars per hour ($2).

The humidifier has not come as yet.

New Business. A replacement will be needed on the board of trustees for Mr. Rolland Sifford.

Mr Fred Merritt and Mrs Hale Johnson will be asked if they would like to join the trustees.

There was a general discussion about next years budget.

Respectfully submitted
Cinthia R Brown
secretary

Dec. 1969.

Report to Griswold Memorial Library Trustees

Book circulation during November was 581 books and 14 records. Adult books borrowed totalled 254, juvenile 183 and bookmobile 144.

We received $1.50 in fines, and paid out 1.50 for stamps, typewriter paper, and fifty cents for candy for the Children's Book Week program.

The program was poorly attended, and I was sorry that Roderick and Margaret Lively went to all the trouble to drive down and present a program of nature slides.

The representative from Barnard's Bookbinders picked up 17 books to be rebound. This was on a Thursday, so I had to make a trip up to open the library for him.

The library was open full time.

This month we have out the Christmas decorations, which include charming Swedish prints of elves and Christmas scenes, which were loaned the library by Charlie Mayer.

Respectfully submitted,

Louise O'Brien.

January 28, 1970

The January Trustee meeting was held with five members and the librarian present.

The secretary's report for December was read and accepted.

Treasurer's Report: The Treasurer reported a balance of $358.47 left in the checking account. Treasurer also reported that all bills have been paid and coupons are up to date as of December.

Librarian's Report: The librarian's report was read and accepted. Mrs O'Brien made out her yearly report and submitted it to the Town Clerk to be printed in the Town Report.

New Business. Mr Charles Mayer attended the December Town Finance meeting and has reported that the library will receive $25.00 from the Town plus the dog tax. The library will also receive $5.00 from the Federal Government.

Old Business: Mr Gifford has reported sending in the yearly report to the State.

The money for the new chimney will be taken from the Building fund.

Mr. Fred Muehl has been elected to finish Mr Ballard Gifford's term.

The next meeting will be held February 18, 1970.

Respectfully submitted
Audrey R. Brown

Jan. 1970.

Report to Griswold Memorial Library Trustees

During December, 1969, book circulation was as follows: adult 216, juvenile 159, bookmobile 89, (and recordings 14), making a total of 474 books.

We received $2.85 in fines, and paid out 10 cents for postage.

The library was closed three days because of the weather. Charles Mayer worked one day as substitute. I closed the library at 6p.m. Christmas Eve.

For snow shovelling another year we could keep the Champigny children in mind if a boy is needed- he asked for the job.

I made out the report for the year and gave it to the town clerk. There is a copy here at the library if the committee wishes to read it.

The book committee met. The Schneiders have given the library several new books.

Respectfully submitted,

Louise O'Brien

February 18,1970

The annual meeting of the Trustees was held at the Library with five members and the librarian present Fred Buehl was welcomed as a new member.

Charles Mayer was appointed as moderator for the annual meeting. The following officers were nominated and elected to serve for a year:

Chairman	Charles Mayer	Buildings & Grounds Committee
Secretary	Audrey Brown	Herb Saunders
Treasurer	Velma Aiken	Fred Buehl
Publicity	Helen Call	Charles Mayer

The Book Committee will be named later. Several new names were mentioned for this Committee.

The secretary's report for January was read and accepted

Treasurer's report: The treasurer reported all bills paid to date, and a balance of $ 145.51 left in the checking account. The treasurer read a report from the First Penn Corp, the library received one (1) share of Common Stock, and an interest check for $ 2.17.

Librarian's report, was read and accepted. Mrs. O,Brien asked the trustees to think about plans for National Library Week in April, and plan a program of interest to adults.

New Business : The de-humidifier has arrived, but is not installed. Mr. Saunders reports the sump pump will have to be taken out and cleaned, the water is not right.

Old Business: The front steps will have to be repaired as soon as the weather is warmer. Meeting adjourned at 9 P.M.

Respectfully submitted

Helen M. Call Sec. Pro Tem.

February, 1970

Report to Griswold Memorial Library Trustees

Book circulation during January, 1970 totalled 580 books, and thirteen recordings. Of these books, 3[illegible] were adult, 132 juvenile and 125 bookmobile.

We took in $1.87 in fines. There was no office expense.

The library was open the full time, with Charles Mayer substituting a few hours.

The book committee met. The Schneiders gave the library several new books, and Ronald Scott donated one.

The rebound books were received from the Barnard Company. The bill seems high, but the seventeen books are as good as new, and they are all books we should keep on our shelves.

The Regional bookmobile office has moved to Pierce Street in Greenfield, and is a much roomier and more pleasant site. (I was down to pick up requested books one day last week.)

We should keep in mind that National Library Week will be the week of April 12. We will need a program of interest to adults for a special program one night that week.

Respectfully submitted,

Louise O'Brien, Librarian

March 18, 1970

The March meeting was held with all members and the librarian present.

The secretarys report for February was read and accepted

Treasurers report:

The Treasurer reported receiving the town appropriation. The library received $25.00 from the Town plus $298.44 from the dog tax, also the State aid to libraries of $5.00. for a total of $3288.44.

All bills have been paid to date with a balance of $319731 in the checking account.

Old Business

Mr Saunders reported the pump has been repaired.

The outside light needs repairing also.

There was more general discussion on the share of common stock from the First Penn. Corp.

Librarians Report:

The librarians report was read and accepted.

The Book Committee has reorganized and will meet on the third Monday of the month

Mrs O'Brien will use legal Massachusetts holidays to close the library.

Mrs O'Brien has proposed a program for National Book week.

Mr. A Hale Johnson will be asked to give a talk. Mr Johnson is a local artist.

Mr. Muehl suggested a talk on Zoning by the city planner of Boston if Mr. Johnson is not available.

The board members will provide refreshments.

The next meeting will be held on April 15.

Respectfully submitted
Audrey A Brown

March, 1970.

Report to Griswold Memorial Library Trustees

During the month of February, 1970 book circulation was 527 volumes. Of these 2[illegible] were adult books, 1[illegible]4 juvenile and 14[illegible] bookmobile. Eighteen records were loaned.

We took in $1.92 in fines, and paid out nine cents for postage.

The library was open full time with Charles Mayer substituting one day for me.

The book committee has reorganized with Mrs. Robert Caswell as chairman, and Mrs. Walter Schneider as secretary. Mrs. Gary [illegible] is a new member. The committee meets the third Monday of each month.

I have been doing research on the old Four Corners school for a former resident. Does anyone have a picture of it?

We have Easter cutouts in the children's corner, and a print of "Praying Hands" on the bulletin board in keeping with the season. We also list the newest books on the board.

Respectfully submitted,

Louise O'Brien, Librarian

Charles CB Mayer
Fire Chief

April 15, 1970

The April meeting was held with all members and the librarian present.

The secretary's report was read and accepted.

Treasurer's report: The treasurer reported that all bills have been paid to date and there is $2971.32 left in the checking account.

The librarians report was read and accepted.

Old Business:

There will be an estimate made on the cost of repairing the front steps.

Mr. Saunders has replaced several light bulbs in the library and will replace a broken globe in one of the lamps outside.

Mr. A. Hale Johnson has accepted our request to speak at the National Book week program. He will bring some of his paintings and have them on view.

New Business:

Gayla Galvin has asked to substitute in the library when needed. It was voted to accept her offer.

The floors need attention as they are badly scuffed and scratched.

It has been suggested either sanding and

April 15, 1970

varnishing or investigating the cost of carpeting the floors with the new indoor, outdoor type of carpet.

There was a general discussion on the Library Book week program and the books to be displayed on conservation.

The next meeting will be on May 20, 1970.

Respectfully submitted
Audrey R. Brown
secretary

April, 1970.

Report to Griswold Memorial Library Trustees

Total circulation of books during March, 1970 was 561, an increase over February. Of these 284 were adult, 150 juvenile, and 127 bookmobile. Eleven records were borrowed.

We took in $2.64 in fines, and paid out sixteen cents for postage.

The Library was open full time.

The book committee met. Several new books have been given to the library, children's books given by Susan Hale.

The young people are using the library reference sources for term papers; and I have been to the libraries in Greenfield once a week to pick up extra material for them.

In view of the national need for conservation and improvement of our environment, we are displaying material and books on conservation. Our bulletin board features pictures and newspaper clippings with the same theme. I have ordered the set of books from the Dept. of the Interior entitled "New Conservation Era 1964-1968."

Respectfully submitted,

Louise O'Brien, Librarian

May 20, 1970

The May meeting was held with three members and the librarian present.

The secretary's report was read and accepted.

Treasurer's report:

All bills have been paid to date.

There is a balance of $2716.30 in the checking account

There was some discussion on the number needed by the Internal Revenue Dept. This was carried over to the next meeting.

The Librarian's report was read and accepted.

Old Business.

The dehumidifier has been connected and is now working in the cellar.

The meeting was adjourned early as there weren't enough members present for a full business meeting.

Respectfully submitted
Audrey R Brown
secretary

May, 1970

Report to Griswold Memorial Library Trustees for April, 1970.

Total book circulation this month was up to 752 volumes, of which 337 were adult books, 245 juvenile, and 170 bookmobile. 93 records.

We took in $1.22 in fines, and paid out 18 cents for postage.

The library was open full time. The book committee met. Books have been given to the library by Mrs. Daniel Moscato, Mrs. Atwater of East Charlemont, Fred Muehl, and Mr.and Mrs. Walter Schneider.

The Library Week program was a success with every chair taken for the talk by A. Hale Johnson on An Artist Looks at Environment. Audience participation in the discussion period which followed was good. I received many favorable comments on the program, and wish to thank the trustees for attending and helping with the refreshments.

Respectfully submitted,

Louise O'Brien

Librarian.

Report to Griswold Memorial Library Trustees
for May, 1970.

Book circulation during May, 1970 was a total of 588; adult books, 275; juvenile, 182; bookmobile, 139.

The library was open full time, with Charles Mayer and Audrey Brown dividing the hours of one day's work as substitutes.

We took in $22.16 in fines, and spent one dollar for postage and typewriter paper.

Herbert Saunders filled the flower boxes with beautiful white petunias and red geraniums.

The book committee met as usual, and will recess after the June meeting until September.

A reading program for the summer for children in grades two through six will start July 6 and continue through August 26. I have ordered charts and certificates for this; and there will be a small expense for refreshments and prizes at the closing program.

Second hand gift books have been received from Mrs. Atwater of East Charlemont and Mrs. Daniel Moscato. The Schneiders have given us several new books.

Respectfully submitted,

Louise O'Brien

I attended the exercises at Deerfield Academy for the dedication of the new library May 22.

September 16, 1970

The September Trustee's meeting was held with all members and the librarian present.

The Secretarys report for last month was read and accepted.

Treasurer Report: Treasurer reported all bills paid to date. There is $1907.54 in the checking account. Treasurer reported that the Cleveland Cincinnati & St Louis R.R. is in bankruptcy. The library has stock in this company.

Librarians report for the summer was read and accepted.

Librarian has given awards for children in the summer reading program.

Old Business:

The bank will be contacted to find the number needed for the library for the Internal Revenue Department.

There was a rough estimate given the library by a contactor for fixing the front steps. The estimate was $25.00 to $5.000 depending on work involved. The selectmen will be asked how much help can be given this project by the Town workers.

New Business:

The library needs to purchase new book plates and to have the library stamp recut.

Mr. Muehl will find out from a printer in Greenfield the price of the book plates.

The next meeting will be held on October 21, 1970

Respectfully submitted
Audrey R Brown
secretary

Report to Griswold Library Trustees for Sept. 1970.

Total book circulation during September, 1970 was 698. Of these books loaned, 206 were adult; 253 juvenile; and 239 bookmobile.

We received $2.65 in fines, and paid out ten cents for postage.

The library was open full time.

Mrs. Murphy was in and hopes to bring her fifth grade class to the library soon.

The Schneiders continue to give new books to the library, many of them of considerable value. This week they gave us twelve books, which include Webster's New World Dictionary These contibutions are greatly appreciated.

Respectfully submitted,

Lorraine B. Green

Charles B. Mayer

Sept. 1970

Report to Griswold Memorial Library Trustees

A successful summer reading program for the children in grades 2 through 6 was conducted during July and August, with 29 children participating. Of these, 15 read the required fifteen books and were awarded certificates. Three received an extra prize of a gold ribbon for reading 28 books each.

On August 24 I had a special program for the children, bringing films from the Regional library office in Greenfield. Peter Jarmulowicz ran the projector for the movies. Besides the certificates, we had a drawing of names of the children who completed their reading, and prize books went to Mark Thibodeau and Kevin Parsons. About thirty children and several adults attended the program, and all the children present were treated to candy.

Book circulation went from a total of627 in June to 1211 in July and 925 in August. Besides the reading program, the summer residents borrow many books and help boost the circulation.

There was no expense during June. In July postage and mending tape came to 52 cents. In August, postage was 22 cents, "The Puzzle of Catamount Hill" circulation copy was $2,00; and candy for the children's party was $1.00, making a total of $3.22. We took in ~~$1.88~~ $4.93 in fines.

Several new people have donated books to the library, including Mr. Hamafee of Halifax, Michelle Bosley, Stephen Sewall, and Charles Aschmann.

Gayla Galvin substituted one day for me last month, and Charles Mayer two days in June.

Respectfully submitted,

Louise O'Brien

Charles R Mayer
Fred Merrill

October 21, 1970

The October trustees meeting was held with four members and the librarian present.

The secretarys report was read and accepted.

Treasurers report: Treasurer reported $ 15 79.13 in the checking account. All bills have been paid.

Librarians report: The librarians report for last month was read and accepted.

Old Business: The selectman will let the library use the town number for the Internal Revenue Dept. the number is 04-600-1120.

Mr Mahl's report on book plates and envelopes was read. It will cost $18.00 per thousand for book plates in black and white. It was voted to order the book plates. It was voted to continue buying envelopes from the local post office

New Business: The balance of the meeting was spent in filling out and discussing the questionaire for the mass Dept of Education covering 1970 salaries and the total appropriation for this year.

The next meeting will be held on November 18th.

Respectfully submitted
Audrey R Brown
secretary

November 18, 1970

The November trustees meeting was held with three members and the librarian present.

The secretarys report for last month was read and accepted.

Treasurers report: The treasurer reported all bills paid to date. The envelopes have been ordered through the local post office and paid for in advance

The librarians report was read and accepted

New Business:

Mrs Velma Aiken and Mr Fred Mueller need to sign nomination papers at the Town Clerks office for their three year term.

There was some discussion on the intent to apply form from the State concerning the $500 state aid to librarys.

The next meeting will be held on December 16, 1970.

Respectfully submitted
Audrey R Brown
Secretary

Report to Griswold Memorial Library Trustees- Nov. 1970

The book circulation at Griswold Memorial Library during October, 1970 was 603 books, of which 185 were adult, 243 juvenile, and 175 bookmobile. Thirty-eight records were borrowed.

We took in $4.30 in fines, and paid out six cents for postage.

The library was open full time.

Mrs. Murphey's sixth grade class from Colrain Central School visited the library Friday. Mrs. Helen Call acted as hostess and guide until I returned from Greenfield at 3 p.m. I appreciate her help.

For National Children's Week we have a bulletin board display and special books out for the children. This year's theme is "This is the Age of the Book."

Books have been given the library by Mrs. Helen Sewall, and Mr. and Mrs. Walter Schneider.

Respectfully submitted,

Louise O'Brien

December 16, 1970

The December meeting was held with all six members and the librarian present.

The secretarys report for last month was read and accepted.

Treasurer's report: Treasurer reported $15 70.29 left in checking account after bills were paid and coupons clipped. Discussed transferring some funds to the building fund.

Librarians report was read and accepted

New Business: Mr Saunders is temporary janitor for the library as Mr Call is ill.

Mrs O'Brien has been granted a two months leave of absence. Mr Mayer will assume her duties. It was voted to give the librarian $2.00 per hour starting January 1, 1971.

Letters will be sent to Mr Jay Healy and Mr Silvio Conte requesting a state and an American flag for our library.

There will lengthy discussion on the new budget including a need for money for a septic tank and repair work on the front steps.

Old Business

There was a discussion on ways to refinish the wood floors in the library, no decision was reached.

The next meeting will be held on January 20th, 1971

Respectfully submitted
Audrey R Brown
secretary

Dec. 1970.

Report to Griswold Memorial Library Trustees

During November, 1970 we loaned 664 books, of which 195 were for adults, 263 for children, and 206 were bookmobile books.

We took in $2.12 in fines; and paid out 54 cents for postage and mending tape. I am turning in $2.00 today to the treasurer, which makes a total of $20. this year.

The library was open full time.

I am making out my year's report for the Colrain town report. I expect to put in some time here to finish it up New Year's Day.

Clarence and I hope to go to Florida the first week in January for a stay of two months. If possible, I would like a leave of absence. Gayla Galvin will work any day she is needed from 4p.m on. I think Charles Mayer is willing to take charge of the library during this time.

Everything is going fine at the library. I've been picking up a lot of requested books at the Regional Library, but the library will mail books ~~up~~ to us if necessary. I pick up and deliver books to Mrs. Eliza Tirrell in Lyonsville, and I hope someone can continue to do so. (She likes oldfashioned romances, no modern sex books.)

We have a list of new books to be ordered after the first of the year. And three are requests to be paid for when they are given to the people ordering them.

Herbert Saunders has been cleaning the library floors, and improving the general appearance, as our new janitor.

Respectfully submitted,

Louise O'Brien. Librarian

January 7, 1971

The trustees meeting was held with four members present.

The secretary's report was read and accepted

Mr treasurers report for this month.

Old Business. The 1972 budget was accepted by the finance committee

New Business: A new pastor will be needed for the library as Mr Call is too old to continue. Mr Saunders will try to find a replacement.

The next meeting will be held on February 17th.

Respectfully submitted
Audrey R. Brown
secretary

February 17, 1971

The February Trustees meeting was held with four members present.

There was no secretarys report this month

Treasurers report. The Treasurers report was read and accepted

No Librarians report for this month.

New Business. Motion was made and seconded, that the same officers serve for the year 1971.

Herb Saunders reported that Russell Dickerson would like to do the janitor work for the library. After some discussion, it was voted to hire him at $25.00 per month

Herb Saunders reports, that the vacuum cleaner, bought second hand, is very difficult to use and does not do a thorough job. Some discussion that maybe an electric broom would do a better job of cleaning the floors. Fred, Muehl volunteered to get prices from several stores on an electric broom.

A letter was read, asking if the Librarian could find any information about the families of Wilson, Hunter and Long. They thought there might be old copies of the Greenfield Gazette on file, in the library. The letter is on file until Fonie O'Brien comes back.

Old Business More discussion about the repair of the front steps, this job will have to wait until the snow has gone.

The trustees will also have to do some planning about sewage disposal, probably a septic tank. This will be required soon by the Board of Health.

Meeting adjourned at 9:15

Respectfully submitted
Helen Call
Sec. pro tem.

Colrain, Mass.
March 13,1971

Dear Audrey,

I took notes at our meeting on Feb.17 They are not very complete. Hope you can make a report from them.

Annual meeting of the, Griswold Memorial Library called to order at 8 P.M., with 5 members present.

No Sec. report
Treas. report read and accepted(I didn't get the balance)
A letter was read, asking if the Librarian could find any information about the families of Wilson,Hunter, and Long. They thought there might be old copies of the Greenfield Gazette on file, in the Library. The letter is on file until Louise O'Brien is back
No Librarian's report, Chas. Mayer reports he has been quite busy while the Librarian is on vacation.
Business: Motion made and seconded, that the same officers serve for the year 1971, it was so voted(You have these names, this includes the Building and Grounds committee, and Public Relations.)
The Book committee will be appointed, after Louise returns.
New business: Herb Saunders reported that Russell Donelson would like to do the janitor work at the Library. After some discussion,it was voted to hire Russell Donelson, at $25.00 a month. He will have some help from his sister and brothers.
Herb Saunders reports, that the vac cleaner, which was second hand, is very difficult to use, and does not do a very through job. Some discussion that may be an electric broom would do a better job of cleaning the floors. Fred Muehl volunteered to get prices from several stores.
Old business : More discussion about the repair of the front steps, this job will have to wait until the snow has gone. The Trustees will also have to do some planning about sewage disposage, probably a septic tank. This will be required, soon, by the Board of Health.
Meeting adjourned at 9:15 .

See you on March 17.

Helen Call

March 17, 1971

The March Trustees meeting was held with few members and the librarian present.

The secretary's report for February was read and accepted.

The Treasurer reported a balance of $916.62 in the checking account with a few bills left to pay. The state auditor found everything satisfactory.

The librarian's report was read and accepted.

Old Business: It has been voted to get an electric broom for the library, a model and the cost will be decided upon later.

New Business

Letters were read from Mr Silvio O. Conte about an American flag for our library and from Mr Jonathan Haly about a state flag. Prices were quoted for the purchase of these flags and before proceeding further we will get a price list on flags and staffs from a company in Boston.

The balance of the meeting was general discussion and some work on the state required forms.

The next meeting will be held on April 21, 1971

Respectfully submitted
Audrey R Brown
Secretary

HERITAGE FLAG
COMPANY
163 EAST ST., HINGHAM, MASS. 02043

JUN 18 AM 1971 02043

FIRST CLASS MAIL

Mrs. Roger A. Brown
Adamsville Road
Griswoldville, Mass.

The Commonwealth of Massachusetts

House of Representatives

State House, Boston

JONATHAN L. HEALY
1ST FRANKLIN DISTRICT
MOHAWK TRAIL
SHELBURNE FALLS

Committees on Social Welfare
and Public Safety

Ms. Audrey Brown
Colrain, Mass.

Dear Ms. Brown:

I have consulted state agencies concerning the availability of a state flag for your library. A small 18" by 22" cotton flag is available free of charge. This flag, however, is really not suitable for display purposes. A discount price for a flag can be procured at Heritage Flag Co., 206 Essex St. Boston, Mass. The procedure of giving free flags to libraries, schools, etc. was apparently stopped a few years ago due to high cost.

Please notify me if you would like the small cotton flag and I can have one sent to you.

Sincerely,

Jonathan L. Healy

The Commonwealth of Massachusetts

House of Representatives

State House, Boston

JONATHAN L. HEALY
1ST FRANKLIN DISTRICT
MOHAWK TRAIL
SHELBURNE FALLS

Committees on Social Welfare
and Public Safety

Mrs. Audrey R. Brown
Griswold Memorial Library
Colrain, Mass.

Dear Mrs. Brown:

I thank you for your letter about the flag for the Griswold Memorial Library. As soon as I find out about where one procures a state flag for this institution I shall contact you. Hopefully, I'll be able to have one sent to you within the next few weeks.

Sincerely,

Jonathan L. Healy

SILVIO O. CONTE
FIRST DISTRICT, MASSACHUSETTS

WASHINGTON ADDRESS:
239 CANNON HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
AREA CODE 202
PHONE: 225-5335

DISTRICT OFFICE:
7 NORTH STREET
PITTSFIELD, MASS. 01201
AREA CODE 413
PHONE: 442-0946

Congress of the United States
House of Representatives
Washington, D.C. 20515

COMMITTEE ON APPROPRIATIONS
SUBCOMMITTEES:
TREASURY AND POST OFFICE
FOREIGN OPERATIONS
TRANSPORTATION

SELECT COMMITTEE ON SMALL BUSINESS
SUBCOMMITTEES:
REGULATORY AGENCIES
EX OFFICIO MEMBER OF ALL SUBCOMMITTEES

MIGRATORY BIRD CONSERVATION COMMISSION

JOINT COMMISSION ON THE COINAGE

March 4, 1971

Mrs. Audrey R. Brown
Adamsville Road
Griswoldville, Massachusetts
01345

Dear Mrs. Brown:

Thank you for your recent letter requesting information on the purchase of a United States flag for the Griswold Memorial Library of Colrain.

I will be very happy to order for you either of the two sizes that I have available which are:

3 x 5 @$3.26
5 x 8 @$5.90

Please let me know which one you would like and mail a check made out payable to me for the correct amount. I will then order this flag, have it flown over the Capitol and then forward it to you.

Thanks again for writing and hoping to hear from you soon.

With all my best wishes, I am

Cordially yours,

Silvio O. Conte

Silvio O. Conte
Member of Congress

SOC:yvb

May 19, 1971

The May Trustees meeting was held with five members and the librarian present.

Minutes of the last meeting were read and accepted

Treasurers report, Treasurer reported a balance in the checking account of $4019.50 with a few bills outstanding.

Librarians report. The librarians report was read and accepted. For National Library Week there was an open house on April 21 with guest speaker Terry Blunt, assistant executive director of the Conn River watershed ~~Commission~~ Council showing slides and giving a talk on conservation.

New Business,

The library has to install a septic system before June 1st 1972. The selectmen have approved installing a thousand gallon tank, comparable to a single family dwelling.

Mr Wayne Hellman will be asked to give an estimate on installing a tank.

Selectman have informed us we may ask whomever we choose to install the septic system if it is under $1000. if it comes to more than this allotment the project has to be bid on by contractors.

Selectman will be asked if minors may operate the power equipment for the library.

The next Trustees meeting will be held on June 16, 1971.

Respectfully submitted
Audrey R. Brown
Secretary

Report to Library Trustees for May, 1971.

In preparation for the summer reading program for children grades two through six, I have purchased about eighty-five dollars worth of new books. These are excellent books, library bound, and many of them biographies and histories of early New England. I chose them while they were on display in Greenfield last month. They will add incentive and interest to the popular reading program. I am going to use material left over from last year, so will not have to buy certificates, etc.

I plan to be here to take care of the program, and arrange the children's party the last of August. I want to request a leave of absence for two weeks in September, Sept. 6 thru 17, for a vacation trip to England.

So far no opportunity has arisen to take the one course needed as head librarian. I may have to step down so the library can continue to receive state aid. So it would be wise to think about a possible librarian to replace me. The new one would have five years to complete her training.

Total circulation for May was 618 books, of which 176 were adult; 266 juvenile; and 176 bookmobile.

We received $1.49 in fines; and paid out ten cents for postage.

Respectfully submitted,

Louie O'Brien

The Commonwealth of Massachusetts
Department of Education
Bureau of Library Extension
648 Beacon Street, Boston, Massachusetts 02215

May 24, 1971

Mrs. Louise B. O'Brien, Librarian
Griswold Memorial library
Colrain, Ma. 01340

Dear Mrs. O"Brien:

Thank you for your letter of May 21 inquiring about the necessary forms which were mailed by Mr. Charles Mayer, Chairman of the Board of Library Trustees.

This agency has received all the required information for processing the 1971 State aid grant for Colrain. We are in receipt of a progress report for courses you have taken, and also, the proposed 1971 library budget.

The municipality of Colrain has been certified with reservation to receive the 1971 State aid grant in the amount of $500.00. I do hope that you have received the official notification letter which was dated April 14.

Please let me know if I can be of further assistance.

Sincerely yours,

Janet C. Price

Janet C. Price
Supervisor of Field Services

JCP/h

4236.92
3824.54
412.38

3798.34
3824.54

Report to Griswold Memorial Library Trustees

May 18, 1971.

Book circulation is increasing, with the total for April 666, and 17 records. To show the trend in book circulation I have compiled the following figures: December, 1970- 455, tota book circulation; January, 1971- 384, total; February, 395, tota; March, 648; and April, 666.

We received $ 2.97 in fines during April; and 6.59 in March. We paid out for postage in March forty-two cents, and in April twenty-seven cents. I turned in $12. in cash to the treasurer in March; and $5. in April.

The book committee id meeting regularly with the same faithful members attending. It would be helpful to have one or two new members added this year.

The annual open house was held ~~#~~ April 21 with a good attendance to honor National Library Week. Terry Blunt, assistant executive director of the Conn. River Watershed Commission, Spoke on Conservation and Showed Slides. Refreshments were furnished by the trustees and librarian, the sugar and cream being supplied by Harlan and Dorothy Gunn.

The bulletin board display this month features "Ecology" to help keep the important subject before the public.

Charlie Ainsworth returned the key to the lawn mower saed regretfully. I think he wanted to continue with the work, but was not notified either way.

Respectfully submitted,
Louise O'Brien
Louise O'Brien, Librarian

Charles CB Mayer

June 16, 1971

The trustees meeting was held with five members and the librarian present.

The minutes of the last meeting were read and accepted.

Treasurer's Report Treasurer reported there are a few bills left to pay and a current balance in the checking account of $ 3699.51. The Treasurer was advised to view the library insurance and add an additional 15% to compensate for today's rise in costs. Steps were taken to pay the extra coverage.

Librarians report - The librarians report was read and accepted. Mrs. O'Brien is having the Childrens summer reading program again this year. The Childrens books for the year have been purchased.

The five years for completing the course for full librarian will soon be up. Mrs O'Brien will write to headquarters in Boston for information on a correspondence course to get the necessary requirements to become a librarian.

Old Business: Mr Fred Small will purchase for the library an electric broom ranging in price to $30.

New Business:

Wade Fuel Corp will be called to clean the furnace. They will also be asked for full particulars on the insurance for cleaning and repairing of the furnace

June 16, 1941

Mr Futterwitz and Mr Norman Daly will be asked to give estimates on installing a septic system at the library.

There followed a general discussion on the septic system to be installed.

The next meeting will be held in September.

Respectfully sub. mitted
Audrey L. Warren
Secretary

August 10, 1971

A special meeting was called for the purpose of deciding what contractor we want to put in the septic system for the library.

Four members were present for the meeting.

It was voted to have Thomas Lacy do the work and the Grounds Committee will do the finish work and reseed the lawn.

Dennis King will be contacted to see if he will be able to do the plumbing on the tank.

Work will be started as soon as the contractor available.

The next regular meeting will be held on September 15th.

Respectfully submitted
Audrey Robinson
secretary

Report to Griswold Memorial Library Trustees
for Sept. 1971. and October, 1971.

Circulation was down this month after vacation to a total of 536. Adult books borrowed numbered 209, juvenile 211, and bookmobile 116. Oct.- 209, 161 and 169.

We received $3.82 in fines. No expense, in Sept. For Oct.- we took in $2.24 and paid out 82 cents for postage.

Charles Mayer substituted the first two weeks, actually from Sept. 8 through 17, in September, while I was vacationing in Britian.

More people are requesting information on geneology all the time. It would be convenient to have the records in the main part of the library, rather than the basement.

Robert Hanafee gave a large box of books to the library, many of which are duplicates or out of date. The Walter Schneiders gave a lovely set of nature encyclopedias and several other good books for the collection., over thirty books.

We have a light switch in the east side of the library which needs attention. Has been repaired by Charles Mayer.

Respectfully submitted,

Louie O'Brien

I attended a session on library administration at the Forbes library in Northampton.

The Commonwealth of Massachusetts

Department of Public Safety

191 Main St., Greenfield
July 27, 1971

To: Mr. Charles Mayer
Elm Grove
Colrain, Mass.

From: Edward P. Smith, State Building Inspector

Subject: Dangerous Conditions.

As per inspection on July 2, 1971 your attention is called to the dangerous condition existing at the front entrance where the underpinning of the granite slab steps is deteriating. Immediate correction of this condition is mandatory.

Edward P. Smith

Edward P. Smith
State Building Inspector

Enc.
EPS:cs

September 22, 1971

The trustees meeting was held with five members and the librarian present.

The minutes of the last meeting were read and accepted.

There was no treasurer's report for this month.

The librarian's report was read and accepted. Mrs C. Wm reported a very successful children summer reading program with thirty three children attending.

Old Business:

The septic system has been installed on left side of the front lawn facing the library.

New Business

A State inspector was at the library this month. He recommends repairing the front steps as soon as possible.

There is no need for new file cabinets to hold the many genealogy records. It was suggested that there may be a spare one at the town office; this will be looked into further.

Mr Mayer is going to repair a glass fronted case to be installed on the front lawn. The case will be lighted and will hold a display as well as the library hours.

A ~~general discussion~~ followed

A motion was made and passed to let Carol Gray open the library on Monday, Wednesday & Friday from 8 to 10 P.M. After Labor Day change will be made to cut cost of janitor, heating & electricity etc.

The next trustee meeting will be held on October

Respectfully submitted
Lindsay R. Brown

Sept. 1971

Report to Griswold Memorial Library Trustees

Circulation of books and magazines at the library for the last three months was as follows:

June- adult books, 202; juvenile, 207; bookmobile, 184; total, 593.

July- adult books, 254; juvenile, 487; bookmobile, 300; total, 1041. Recordings, 36.

August- adult books, 278; juvenile, 457; bookmobile, 224; total, 961. Recordings, 20.

Money received for fines, and money spent follows:

June- received, $3.03; paid out for postage 30 cents.

July- " 2.30 " " " " 40 "

August- " 1.89 " " " magic tape, 40 cents, for candy for children's party, 2.00; for prize books, 2.00. Total paid out $4.70.

A successful summer reading program was conducted during July and August, with 33 children participating in the program. Twenty-three completed the fifteen books required to receive their certificates. Nine children received ribbon/conservation bookmarks for reading 28 books each.

The names of all club members were placed in a drawing, with prize books going to Danny King and Craig Avery. Two films from the Regional library were shown by Walter Schneider. All children present were treated to candy. The party was attended by 50 children and 12 adults.

This program is a lot of work, but quite inexpensive and I feel it should be continued. The children look forward to it, and it gives them a worthwhile interest and recreation for the summer months.

Respectfully submitted,

I am taking a correspondence course, Library Science 208, Public Library Service from Loyola University, Chicago, Ill., cost $165.

Louise O'Brien

November 17, 1971

The trustee meeting was held with three Trustees and the librarian present.

The minutes of the last meeting were read and accepted. (There was no meeting in October)

Treasurer's report: Treasurer reported all bills paid to date. There is a balance of $1621.28 in the checking account.

Librarian's report The librarians report was read and accepted.

Old Business. If an outside years enclosed case is wanted for the library hours and to hold displays, Herb Saunders has offered to make one.

A file cabinet is needed for the genealogy records.

The next meeting will be held on December 15th 1971.

Respectfully submitted
Audrey Rasmussen
secretary

Report to the Griswold Memorial Library Trustees
for November, 1971.

Book circulation during November, 1971 was 555 books and magazines, with 194 adult, 204 children's, and 157 bookmobile.

We received $3.94 in fines; and paid out $1.35 for typewriter paper and 50 cents for postage, a total of $1.85.

The book committee is meeting regularly, and the library has received gifts of many excellent books.

The library was closed one day because of bad weather. Mr. Mayer substituted for me one half day so I could attend a funeral.

My course in Public Library Service is over half completed, but I have to order so many reference books from Springfield that it slows down the work.

Respectfully submitted,

Louise O'Brien

December 17, 1971

The Trustees meeting was held with five members and the librarian present.

The minutes of the last meeting were read and accepted.

Treasurers report: There are a few bills outstanding with $1591.67 left in the checking account.

Librarians report: The librarians report was read and accepted.

Old Business: Mr. Saunders has located a four drawer used filing cabinet at Greenfield Storage Co. in Greenfield for $40. A motion was made and passed to purchase the cabinet for the genealogy records.

A new sign for the library will be made in the spring.

New Business: A new trustee is needed for the library as Mrs Helen Call is retiring.

The balance of the meeting was used in forming the budget for the coming year.

The budget has been revised upward $150 over last year due to the increase in the insurance carried for the library.

Under a seperate warrent there will be a request for up to $5000 to repair the front library steps.

The next meeting will be held on January 19, 1972.

Respectfully submitted
Audrey R Brown

January 19, 1972

The Griswold Memorial Library Trustees meeting was held with all members and the librarian present.

The minutes of the last meeting were read and accepted.

Treasurers report: Treasurer reported all bills paid to date. The check book balance is $996.94. The 1971 Treasurers report has been turned into the town office ready for the town report.

Librarians report: Librarians report was read and accepted. The librarians report for the year has been turned in to the town office

Old Business: The file cabinet has been purchased and has been installed.

The Town ~~selectmen~~ finance committee has approved a $3000 warrant to be voted on at the annual town meeting for repairing the front steps to the library

New Business. A small seepage has been noticed in the rear basement wall. Mr Saunders will try to repair soon.

Mrs O'Brien has several old books that are no longer useful to the library and these will be offered for sale at ten to twenty five cents each. The balance of the meeting was spent in filling out more state forms.

The next meeting will be held on February 16, 1972

Respectfully submitted
Audrey R Brown
secretary

Report to Griswold Memorial Library Trustees
January, 1972.

Circulation of books and periodicals was up to 645 during December, 1971. Adult books borrowed numbered 242; juvenile 211; bookmobile 292. Fourteen records were borrowed.

We took in $1.22 in fines; and paid out 62 cents for postage. I turned in to the treasurer $4.00; we started the new year with just ten cents in the petty cash.

People are complaining because the snow is not shovelled from the walk and steps this year. One day I called Russell Doselson and Herbert Saunders because it was in a dangerous condition, all glare ice.

Some of the oldest books which should be discarded are being withdrawn from the shelves. With the permission of the board I would like to offer them for sale to the public at a small cost per book. This would dispose of the books and also bring in a little revenue.

My yearly report has been turned in to the town clerk. Helen Call kindly checked it over and took it to the town office.

Respectfully submitted,
Louise O'Brien, Librarian.

February 16, 1972

The regular Memorial Library trustee meeting was called with five members and the librarian present.

The minutes of last months meeting were read and accepted.

Treasurer's Report: Treasurer reported all bills paid to January 26th. There is a balance of $ 878 46 in the checking account.

Librarians Report: The librarians report was read and accepted. Mrs O'Brien finished her library science course and has now completed all courses required by the state. Mrs O'Brien was awarded a scholarship for $61 for the course.

New Business: We welcomed our new member Mrs Mildred Bowen.

A motion was made and seconded that the same officers serve for the year 1972.

Mr Herb Saunders will speak to Russell Sexton about doing a more thorough job of cleaning the library.

A general discussion followed concerning some of the Rail Road stock owned by the library.

The next meeting will be held on March 15, 1972.

Respectfully submitted
Cindy R. Brown
secretary

Report to Griswold Memorial Library Trustees
Feb. 1972

Book circulation at the Griswold Memorial Library during January, 1972 was up to a total of 713, with318 adult books, 188 juvenile, and 207 bookmobile. Two records were borrowed.

We took in $3.00 in fines; and paid out $1.04 for postage.

Our sale of discarded books is going well. So far we have taken in ~~$4.00~~ 5.30. These are old books which are ready to be thrown out, and are marked at ten cents each.

The geneology records are stored in the steel filing cabinet here on the main floor, and will be more accessible to the public.

I have completed my course in library science; and am happy to report that the state library extension service sent me a check for $261. as a scholarship.

I have ordered a few supplies, which we will need during the year, through the regional cooperative buying program, which will save some on the cost,.

In planning the summer reading program, I am requesting the summer reading kit to be ordered from the Children's Book Council. It consists of bookmarks and certificates for $3.95. Last year I used left over material from the preceding year, but feel we need new material this year.

The book committee is meeting regularly. We've had several new books given to the library.

Respectfully submitted,

Louise O'Brien, Librarian

I gave a list of the new books to the church pastors, and plan to do this each month.

March 22, 1972

The Griswold Memorial Library Trustees meeting was held with all members and the librarian present.

The minutes of last months meeting were read and accepted.

Treasurer's report: The treasurer reported a balance of $596.57 in the checking account. Treasurer received the Town appropriation of $3,759.78 including dog tax. The $502 from the state has arrived also.
A proxy was signed for the First Fed Corp.

Librarians report: Librarians report was read and accepted. ~~Mrs O'Brien~~

New Business: April 16th begins National Library Week. There will be an open house with a guest speaker to be announced later. The trustees will provide refreshments.

A letter will be sent to Miss Cornelia Chusch at the Western Regional library concerning the use of the book mobile for East Colrain. The trustees agreed to have the book mobile continue serving East Colrain for another six months, at which time this matter will be reviewed to see if there is enough participation to justify keeping up this service.

There was some discussion on an employee survey for Franklin County. A paper was filled out & returned on this matter.

The next meeting will be held on April 19, 1972

Respectfully submitted
Audrey R. Brown
secretary

Report to Griswold Memorial Library Trustees
March, 1972.

Total book circulation during February, 1972 was 645, with 319 adult books, 189 juvenile and 176 bookmobile books borrowed. Eleven records went out.

We received $1.[illegible]3 in fines; and paid out ten cents for postage. I am turning in $2.60 to the treasurer to cost for the sale of old books.

Our bulletin board displays this year have been as follows: January- featuring Canada with a display of Canadian books; February- historical with pictures and books of Washington and Lincoln; and March , first half, pictures and display on China, with Chinese books. This week we have a National Wildlife poster, and a brochure concerning St. Patrick. Next month I plan a Spring display.

I took my two hour supervised examination on Library Science at the Regional school in Shelburne Falls, and have received my certificate from Loyola University.

Respectfully submitted,

[illegible]

March 27, 1972

Western Regional Public Library System
220 State Street
Springfield, Mass 01103

Dear Miss Church,

The trustees of the Griswold Memorial Library of Colrain have voted to have you continue with the book mobile unit on a six month temporary basis for East Colrain.

The stop will be at Mrs Kendal's corners. Mrs Dennison has promised to try and get more people to use the book-mobile facilities.

If you have any questions please write or call our library

Sincerely
Audrey R Brown
secretary

April 17, 1972

The Griswold Memorial library trustees meeting was held with three members and the librarian present.

The secretarys report was read and accepted.

Treasurers report: The treasurer reported a balance on hand of $4636.80. Coupons were clipped for a total of $115.00.

There was no librarians report for last month.

New Business: Griswold library has been certified to receive a state grant for $1000 this year, $500 has already been received.

Mr Charles Aschmann will speak at the library's open house on April 30th. Mr Aschmann is chairman of the English department at the Hastings-on-Hudson New York schools

It has been noticed that the front lawn needs attention, it has sunken spots due to the installation of the new septic system

The town will let out bids for the restoration of the front steps specifications for the work are needed

The next meeting will be held on May 17, 1972.

Respectfully submitted
Audrey R Brown
secretary

May 24, 1972

The Elmwood Memorial Library Trustees meeting was held with four members and the librarian present.

The minutes of the last meeting were read and accepted.

There was no Treasurer's report this month.

The librarians report for the previous two months was read and accepted.

Old Business:

The Mowry and Schmidt estimate for repairing the front steps was given to the town selectmen.

The front lawn will be taken care of at a later date. it may need professional help to restore it to good condition.

The next trustees meeting will be held on June 21, 1972.

Respectfully submitted
Audrey R Brown
secretary

Report to Griswold Memorial Library Trustees
May, 1972.

Total book circulation during March was 872, with 364 adult books, 272 juvenile, and 236 bookmobile books borrowed. Nineteen records went out.

The April circulation was down , with a total of 690 books circulated, of which 247 were adult, 298 juvenile, and 145 bookmobile. One record was borrowed.

In March we received $2.51 in fines, and paid out twenty cents for postage. I turned in $3.00 to the treasurer, and $2.60 to her from the sale of old books.

In April we received $1.25 in fines; and paid out a dollar for candy and tablecloth for the open house. I am turning in $1.35 from the old book sale to the treasurer.

We had a free week for the return of overdue books during National Library Week. We also had a special display of new books this week.

This year we had our library open house April 27, with Charles Aschmann, English supervisor at Hastings-on-Hudson, N.Y. junior high school, as guest speaker. His talk on "Books in an Age of Media" was informative and entertaining, and was thoroughly enjoyed by those attending. It was disappointing to have only twelve present for such a good program. Velma Aiken was in charge of serving refreshments of coffee and cookies.

I attended a meeting at the Greenfield Public Library May 11 to discuss the regional library bookmobile services. Librarians and trustees were present from about twelves county towns. Charles Sayer also attended from Colrain.

Respectfully submitted,

Louise O'Brien,
Librarian

June 21, 1972

The Griswold Memorial Library Trustees Meeting was held with five members and the Librarian present.

The minutes of the last meeting were read and accepted.

Treasurer's Report: The Treasurer reports that all bills are paid to date and there's a balance of $ 3656 67 in the checking account.

Librarians Report: The librarians report was read and accepted. Mrs Diane Merrill has volunteered to teach a knitting class one afternoon a week at the library during the summer.

New Business: James Bowen has offered to repaint the library sign.

It was voted to send $20 to the Town Newspaper as all library news is printed therein.

The balance of the meeting was spent on filling out a questionnaire from the State on income and estimated expenditures for 1972.

The next meeting will be held on September 20th 1972.

Respectfully submitted
Audrey R. Brown
Secretary

Report to Griswold Memorial Library Trustees June, 1972.

During May, 1972 total book circulation was 785, of which 298 were adult, 285 juvenile and bookmobile 202.

We received $4.17 in fines for overdue books; and paid out ten cents for postage.

I have ordered new juvenile books for the summer reading program; and made arrangements to borrow over a hundred new books from the bookmobile for the program. We plan to start it July 10 and conclude August 25, with a party for the youngsters at that time.

Twice a month, I write a page of library news for the town newspaper, The Advocate, and find this helps to advertise our new books and helps circulation. Several organizations having a column in the paper are contributing to its support by giving $10. a year. I would suggest that the library contribute, also. It is a matter for the trustees to decide.

Fred Muehl brought applications for a Summer Neighborhood Youth Corps program under which a high school student would work at the library through the summer receiving $1.75 an hour from the Youth Corps Program. I interviewed two girls at their homes and have found a third, Valerie Couth, who is interested and meets the requirements. She is sending in her application tomorrow if this meets with the approval of the board.

Herbert Saunders has planted our window boxes, and the flowers are blooming nicely.

Diane Muehl has volunteered to teach a knitting class one day a week if desirable.

Miss Sylvester, the school librarian, volunteered to have a story hour here occasionally. This would work in nicely with our summer reading program.

Respectfully submitted,
Jane O'Brien Librarian

September 20, 1972

The Heywood Memorial Library trustees meeting was held with five members present.

The minutes of the last meeting were read and accepted.

Treasurers Report: The treasurer reported all bills paid to date with a balance of $2749 81 on the checking account.

Librarians Report. The librarians report for the summer was read and accepted.

Old Business The bid specifications for repairing the front steps have been drawn up by Mr John Holbrook of East Colrain Herb Saunders will take them before the town selectmen at their next meeting. A request for bids from contractors will be inserted in the Greenfield Paper.

New Business: During the summer Mrs. Ernest Lemans from Dover, Delaware came to the library and wanted to know what the procedure was regarding leaving money to the library Mrs Lemans wants to give the library $1000 in the memory of her husband Frank for children books

It has been decided to put the money in the Shelburne Falls Savings Bank, the interest from this fund will be for the purchase of children Books.

As of this meeting no further word has been received from Mrs Dickinson Colrain has offered to serve in the last capacity, Mrs Carl Marsh from East Colrain has offered to serve in the last capacity,

The next Trustees meeting will be held on October 18, 1972

Respectfully submitted
Audrey R Brown
Secretary

Report to Griswold Memorial Library Trustees

Sept. 1, 1972

Total book circulation during July, 1972 was [illegible], with [illegible] adult books, 348 juvenile, and 300 bookmobile. In August, the circulation was 0[illegible]4, with [illegible] adult books, [illegible] juvenile, and 259 bookmobile.

In July we received $3.1[illegible] in fines; and paid out [illegible] cents for postage and paper towels. In August we received $3.2[illegible]; and paid out $3.27 to Wilson's Department store for books. (This is in addition to the bill already presented the treasurer from Wilson's. I used three children's books for prizes for the reading club.) Turned over $[illegible].00 for sale of old books; and $7.[illegible] in fine money to Velma, the treasurer.

It was a busy summer. Mrs. Diana Buehl taught knitting Wednesday afternoons to a small but enthusiastic group of local women.

Mrs. Susan Silvester, regional school librarian, read to the children at a story hour Monday afternoons. These sessions were very well attended with as many as twelve or fifteen at some afternoons. Mrs. Sandra Coombs assisted one afternoon.

We had 26 children registered for the reading club. Fourteen of them received certificates for reading 10 or more books. August 25th., we had the annual party for them, with about thirty attending. Walter Schneider ran the projector to show them a Disney movie from the regional library. We awarded books to two children at a drawing; and I made an exception to the rule by giving a prize book to a third grade boy who read the most books- 69! I gave them chocolate bars for a treat.

I must report that the youth work program was not a success here, and that I would prefer not to bother with it another year. We did go through the children's collection, but that's all. Ellen Bidlack was ill and out of the library one day almost every week; and then left to spend several weeks in Indiana, so she was away at the time of the children's party, etc.

We have set up a magazine exchange so that people may bring their discard magazines here for others to take home. If it doesn't work out we'll just take the leftover magazines to the dump, but so far it is popular.

More and more book donations are being made to the library. Raymond Kimberley has just brought in a complete set of books for an electronics course and radio. The Walter Schneiders have been most generous, giving us many lovely children's books. Richard Cromack is donating the Fortune magazine; the Charles Clarks are giving us Arizona Highways; and there are several others.

Hope you all had a good summer. I appreciate Charlie's taking over the library while I'm on vacation. I should be in Scotland at your September meeting date.

Respectfully submitted,

Louise O'Brien, Librarian

Report to Griswold Memorial Library Trustees
September, 1972.

During September 487 books were borrowed from the library, with 188 adult, 114 juvenile, and 155 bookmobile. We took in $6.10 in fines, with no expense.

Charles Mayer worked at the desk three weeks, substituting for me while I was on vacation. Many thanks to him.

Royal Davenport has sent the library another genealogy book which he has compiled, entitled, "A New England Family Heritage." This is a small paper bound pamphlet.

The lights are all off in the center of the building, and the built in the hall has been out for several months. These are needed at this time of year.

Respectfully submitted,
Louise O'Brien
Louise O'Brien, Librarian.

October 18, 1972

The meeting was held with four members and the librarian present

The minutes of the last meeting were read and accepted.

Treasurers report: Treasurer reports a balance of $2749.81 in the checking account. The bills have not been paid this month as yet.

The Librarians report was read and accepted

Old Business. A letter was received from Mrs Ernest Lenaris, she will donate the $100 to the library for the children book fund after January '73. A letter of thanks has sent to Mrs John Hallsten for drawing up bid specs for the front steps.

A letter was sent to Mrs Carol Muscato saying she was accepted for the book committee.

An invitation to bid will be sent to the Greenfield Paper regarding the restoration of the steps. The bids will be opened on October 30. There may not be enough money for this and it may have to be carried until next year.

New Business: The Card Council will try to locate the plates for the book plate emblem or find the printer. General lights will be replaced in the center dome of the library.

Respectfully submitted
Audrey R Brown
Secretary

Nov 1972

There was no meeting this month as not enough members were present.

Audrey Pierson
secretary

January 11, 1973

The Griswold Memorial Library Trustees meeting was held with all members and the Librarian present.

Treasurers Report: A Term Deposit Certificate purchased 1/5/73 in the sum of $1000.00 a gift from Mrs Ernest Demarais. The certificate is dated 1/5/73 to 10/31/75. The certificate was purchased at the Shelburne Falls Savings Bank and is located in the safe deposit box in the Shelburne Falls National Bank

No pass book was issued. The interest only to be used for the purchase of childrens books. Fund is entitled "Ernest G. Demarais Childrens Book Fund"

When interest is withdrawn a verbal request is made at the Savings bank.

On January 11, 1973 five hundred ($500) dollars was received from the state, the amount will be enclosed in the 1973 budget.

Old Business: It has been decided to find the cost of 500 book plates and to see if there is a way to purchase these through donations.

Mrs Cuken asked at Kendall Co about a cash donation to help the library purchase some book plates. It was discovered that a formal request must be submitted to Kendall Co for donations. Mrs Cuken will send a written request.

New Business: There will be a request to the Finance committee for an additional 3 to 4 thousand dollars for repairing the front steps of the library building. It will be suggested to the committee that this money come from the state revenue sharing monies and we won't affect the town tax rate.

Jan 17, 1973

The $3.000 already appropriated for the steps will be carried over for another year

It will be necessary to hire an architect to draw up the bid specifications for the repair of the steps

The remainder of the meeting was spent in general discussion.

The next meeting will be held on February 21, 1973.

Respectfully submitted
Audrey R Brown
Secretary

Colrain, Mass.
March 6, 1973

The Kendall Company
Griswoldville, Mass.

Att: Mr. George Bates

Gentlemen:

Many years ago the late Joseph Griswold built and donated to the Town of Colrain an excellent building to be forever used as a public library by the citizens of the town. Although he endowed the library with wise investments, he could not foresee the vast inflation that has taken place throughout the years nor could he foretell the future of the railroads, and several of his endowments were railroad bonds. At the time he assumed that his securities would cover any necessary operating expenses, but such has not been the case and it became necessary in later years to request an appropriation from the Town.

This year the library is desirous of purchasing some book plates to be inserted inside the better books. Our supply purchased some years ago has been depleted. Inasmuch as our budget is limited and we have a major maintenance problem in repairing the beautiful front granite steps, the trustees feel that we should purchase these plates by public subscription if possible.

The printers have quoted a price of $95 per 500 or $210 per 5000. We believe it more economical to purchase the larger amount and have a supply which will last for quite a number of years. A sample bookplate is enclosed.

Would it be too presumptuous for the trustees to request a contribution from the Kendall Company in the memory of Mr. Griswold?

Any sort of response will be gratefully appreciated. Perhaps you could arrange a visit to this building some time in the future.

Sincerely yours,

Velma B. Aiken

Velma B. Aiken
Treas. Trustees
Griswold Memorial Library

A
Enc

March 21, 1973

The minutes of the January 17, 1973 meeting were read and accepted.

There were six members present.

Officers were elected as follows:

Chairman: Herb Saunders

Treasurer: Velma Aiken

Secretary: Carol Moscato

Re: Book committee. It was suggested that a student or students be appointed to it.

Building committee: Herb Saunders, Fred Muehl

Finance committee: Velma Aiken, Fred Muehl

Finance report: 3/1/73

Checking: 2105.93

Cash: 18.74

The treasurer reported all bills paid.

A letter was written to the Kendall Co. requesting a contribution in memory of Mr. Griswold for the book plates. Kendall advised that something will be forthcoming.

There was no librarian's report.

Old Business

The selectmen have been reluctant to put the library steps out for bid so Fred Muehl is going to write a spec. to present to selectmen as money has already been appropriated.

It was moved and seconded that a letter be sent to Mr. Clint Gray thanking him for his support in getting the appropriation. passed

Mr. Saunders said he will check on the foundation of the steps.

Asking the 4-H to come and help pick up trash and wash the windows was discussed. Also possibly paying the janitor extra to wash the windows.

Mrs. O'Brien is unofficially going to approach Albert Galapault about being janitor.

There has been trouble with the furnace and it was suggested to have a circuit breaker put in.

It was moved & seconded that Article 2, Section 2 of the by-laws be amended by striking out the words "month of February" and substituting

"shall be held at first meeting after--" Passed.

It was moved and seconded that former chairman, C. Mayer, write a letter to Audry Brown thanking her for being secretary for the past 2 years. Passed.

The trustees voiced appreciation to C. Mayer for being chairman..

Fred Muehl brought up the subject of the statewide library cards. He will look further into it.

New Business

National Library week is April 8-14. The program for Open House on April 12 was discussed and the following decided.: First choice--[illegible] author of "I Made It Myself". Second choice--Slides of England and Ireland. Third choice--dispense with program.

If program is to be held, Mrs. Bowen volunteered to make cookies and the coffee, milk, and sugar will be provided by the town.

Fred Muehl suggested posters to advertise the program if one is to be held.

It was moved and seconded that a 6foot aluminum step ladder be purchased, Passed.

The meeting was adjourned at 9:15PM

Respectfully submitted,

Carol Moscato

Secretary

Colrain, Massachusetts 01340

March 27, 1973

Mr. Clinton Gray

Colrain, Massachusetts 01340

Dear Mr. Gray:

The trustees of the Griswoldville Memorial Library would like to thank you for your support at the 1973 town meeting in getting the additional appropriation to fix the library steps.

Yours truly,

Carol Moscato
Secretary

April 18, 1973

The meeting was called to order with 5 members present.

The minutes of the March 21, 1973 meeting were read and accepted.

There was no finance report

The librarian's report ~~/s/ol/M~~ for March 1973 was read and accepted.

There were no committee reports.

Three people were named for the book committee subsequent to their accepting: Sandi Coombs, Judy Blaisdell and Vicky Coutu

OLD BUSINESS

Fred Muehl said that selectman, James Cromack put the library steps out for bid to be fixed.

Shirley Donelson advised that the 4-H girls will scrub the library windows.

Herb Saunders will contact the fuel oil company to put a circuit breaker in the furnace.

Chas. Mayer brought in the letter of thanks to Audrey Brown for all the trustees to sign.

NEW BUSINESS

A letter was received from the Commonwealth advising of a $1000 grant for 1973.

Several memos were received to join various library groups, denied.

It was moved, seconded and passed that Herb inquire into the cost of refinishing the floors.

It was moved, seconded and passed that we ~~in/s/ol/M~~ have installed professionally an indoor-outdoor non-flamable carpet in the children's reading room. Mildred Bowen was appointed to look into cost, design and colour.

One of the children's bookcases is falling apart and will have to be renailed.

A mat was suggested for the vestibule: 38 x 6' ½" thick.

Meeting was adjourned.

Respectfully submitted

Carol Moscato

Secretary

The Commonwealth of Massachusetts
Department of Education
Bureau of Library Extension
648 Beacon Street, Boston, Massachusetts 02215

April 3, 1973

Mr. Charles B. Mayer, Chairman
Board of Library Trustees
Griswold Memorial Library
Colrain, Mass. 01340

Dear Mr. Mayer:

The application for a 1973 state aid grant for public libraries which you submitted recently has been received and processed.

We are pleased to notify you that the municipality's public library service in 1972 met all the requirements of the law itself and the minimum standards promulgated by the Board of Library Commissioners for participation in the grant program.

Colrain has been certified for a 1973 state grant of $ 1,000.00.

A request has been forwarded from this Bureau to the State Comptroller's Bureau for payment of this grant by the State Treasurer.

Sincerely yours,

Mary E. Flynn
Director

MEF/h
cc: Mrs. Louise O'Brien, Librarian

Report to Griswold Memorial Library Trustees for March, '73.

Book circulation at the library was 701 volumes for March, of which 305 were adult, 166 juvenile, and 230 bookmobile.

We received $2.98 in fines for overdue books. There was no expense. I turned over $3.50 to the treasurer.

The book committee held the regular meeting. Gift books were donated by Mrs. Shirley Donelson and Frederick Little.

The library was open full time.

The school children are doing a special study of Scotland. I have loaned personal books and cards of Scotland, and have picked up extra books in Greenfield for them.

Respectfully submitted,

Louise O'Brien, Librarian.

Report to Griswold Memorial Library Trustees for April, 1973

Total book circulation during April, 1973 was 682 books, 328 adult, 194 juvenile, and 160 bookmobile books.

We received $1.80 in fines for overdue books; and paid out fifty-five cents for postage.

National library week was observed by special displays of new books. The annual open house was held on Thursday evening, with a talk by M.M. Landress, author of "I Made it Myself," a book about counterfeit money. Fred Muehl, a friend of Mr. Landress, arranged for his lecture. Three couples, in addition to library personnel and families, were present. Delicious homemade cookies and coffee were served by the trustees.

The library steps have been repaired. The young men doing the work assured me that they will last another sixty years. The library was open full time- we used the basement entrance one day.

Herbert Saunders has repaired the base for the sign on the front lawn. James Bowen has repainted the sign. [illegible]

We have two new members of the book committee, Mrs. Russell Coombs and Vicki Coutu, a high school student.

Respectfully submitted,

Louise O'Brien

Louise O'Brien, Librarian.

Colrain, Massachusetts
May 7, 1973

Colrain Clever Craftsmen
c/o Shirley Donelson
Colrain, Massachusetts 01340

Dear 4-Hers,

I and the other trustees and Mrs. O'Brien, librarian, would like to thank all of you for the beautiful job you did Saturday on the library windows. It was very much appreciated.

Yours truly,

Herbert Saunders
Chairman, Trustees
Griswold Memorial Library

HS/cm

May 16, 1973

Before the meeting was opened, Selectman, James Cromack, was heard from. The work on the library steps was discussed. He also answered several questions as follows: "Who are the library trustees responsible to?" The people at the town meeting. "When the town appropriates a certain amount of money for a special job, who is in charge of the money?" The Selectmen

The meeting was called to order with all members present. The minutes of the April 18, 1973 meeting were read and accepted.

The treasurer's report was read and there is a total of $8022.93 in the checking account. We received the town appropriation Jan 1973-June 1974 in the amount of $4800. $3200 we requested and $1600 State aid and dog tax.

The librarian's report was read and accepted.

Report from the rug committee: Mrs. Bowen suggested that we have the floors refinished first as that will cause a lot of dust and mess up the rug.

Old Business: Mr. Saunders found out that a circuit breaker for the furnace would not be practical as it would have to be manually reset. Fred Meuhl suggested a slow blow fuse and will see to it.

The step ladder was bought.

The 4-H boys and girls came Saturday, May 5, to clean the windows. A letter was sent to them thanking them. They have volunteered to do them again in the future.

There appears to be a possibility that the State bi-centennial commission may pay part of the cost of sprucing up historical buildings and it was suggested that we hold off on big projects until we find out.

Mr. Bowen was thanked verbally by the trustees for fixing the library sign on the front lawn. Thanks were also tendered to Mr. Mayer and Mr. Saunders for fixing the children's bookcase.

We are going to order the book plates and any contributions from Kendall and others will be deposited towards them. Announcements were put in the Advocate and Greenfield Recorder asking for contributions.

Re State library card. We were advised that it would be at least 1 or 2 years

before they will be put into effect so we will do nothing now.

[illegible]

It was moved & seconded that we accept the repairs to the library steps as is. The motion was passed 4 to 2.

New Business: It was moved, seconded and passed that we have Harold Temple fill the four flower boxes for the front of the library

It was noted that the ground sunk where the septic tank was put in and also that there were ruts in the back of the library to be filled in. Fred Meuhl will talk to the selectmen about some loam from the town.

It was noted that the windows need to be reglazed and the frames and rear entrance have to be painted. Also the paint on the balconies has to be chipped off, primed and repainted. F. Mueho suggested getting a student to do this during the summer. Mr. Saunders said that he will retar the tin roof on the rear entrance.

It was moved, seconded and passed that we hire Harold Temple at $2.50 an hour to sand the whole floor with the book cases moved.

A parking lot for the library was mentioned.

The meeting was adjourned at 9:40

Respectfully submitted,

Carol Moscato

Secretary.

COLRAIN 5/8/79 Griswold Memorial Library trustees will purchase book plates decorated with the "Coleraine" coat of arms for use in the library. Any donations to help defray the cost will be appreciated.

Library trustees are grateful to volunteer members of Colrain Clever Craftsmen 4-H Club for the "beautiful job" in washing the library windows.

Report to Griswold Memorial Library Trustees

For May, 1974.

Total circulation of books at the Griswold Memorial Library during May, 1974 was 637. Adult books were 348; juveniles 201; and bookmobile 188.

We received $4.00 in fines. We paid out seventy-three cents for postage and a juvenile biography.

Carl Sewall donated $10. toward the cost of the bookplates. Mrs. Evelyn Passmore also gave $10.

Several individuals have donated books to the library this month.

I attended a regional library meeting on Fifth Ave at the Greenfield Public Library May 28.

Respectfully submitted,

Lorene C. Bain, Librarian.

Charles Cook painted the iron rail by the steps.

Mr. Lorenzo
[illegible]
[illegible]

July 25, 1973

The meeting was called to order with all members present.

Minutes of the May 16, 1973 meeting were read and acdepted.

The treasurer's report was read and there is $6913.56 in the checking account. $100 was received from Kendall Company for the bookplates.

There was no library report.

Old Business

Re. Bi-centennial. If the restorations have nothing to do with the revolution the state is not interested but F. Muehl says that it's not a dead issue and to hang in.

A letter is to be sent to Mr. Clark thanking him for painting tha railings.

A letter is to be sent to Kendall Company, att: Geo. Bates. thanking them for their contribution.

Mr. Temple is to be contacted again re. the floors. It was suggested that we get a non-slip wax for the tiles.

New Business

There is a book on the Griswold Mfg. co also picutres and notes on same in the safe at the mill. Mr. Richardson wishes to present them either to the library or the historical society. It was moved, seconded andpassed that we accept the notes, etc. gathered by Geo. Richardson while manager of Kendall concerning the Griswold Memorial Library and if the historical society voices interest they will be loaned to them.

Mr. Saunders will frame the deed for the library land to be hung in the library.

It was proposed to paint the edges of the 10 black steps in front of the library and F. Muehl volunteered to get yellow paint.

It was moved, seconded andpassed to table the discussion of book clubs until Mrs. O'Brien is present

Re. parking lot. It was decided to have a 10 car lot. F. Muehl said there might be draining problems and he was going to make an appointment for the Soil Conservation Service to come, look over the area and make recommendations.

The meeting was adjourned.

Respectfully submitted.

Carol Gunnato
Secretary

July 25, 1973

The meeting was called to order at 8:00 P.M. with members present.

Minutes of the July 11, 1973 meeting read and was accepted.

The Treasurer's report was read and there is $[illegible] in the operating account. $[illegible] was received from Kendall Company for the [illegible].

There was no library report.

Old Business

Mr. Blackwelder. If the reorganization was motion to do with the activities the money in the insurance [illegible] was left over a dead issue and to bury it.

A letter is to be sent to Mr. Clark thanking him for painting the railing.

A letter is to be sent to Kendall Company, att: Geo. Eaton, thanking them for their contribution.

Mr. Temple is to be contacted again re. the floors. It was suggested that we get a non-oily wax for the floor.

New Business

There is a book on the Kirkwold Mill, co-ops pictures and notes on them in the safe at the mill. Mr. Robinson wishes to present them either to the library or the historical society. If the groups, [illegible] and if anyone [illegible] Mr. [illegible] and an interest they will be loaned to them.

Mr. Saunders will trace the deed for the library land to be sure in the library.

It was proposed to paint the edges of the 14 black areas in front of the library and Mr. [illegible] [illegible] painting.

It was [illegible] to make the library at least close until Mrs. O'Brien is present

Mr. Darling left. It was decided to have a 12 x 12 lot. Mr. Hunt and Mr. [illegible] be [illegible] the area and make recommendations.

The meeting was adjourned.

Respectfully submitted.

Colrain, Mass.
August 28, 1973

Kendall Company
Colrain, Massachusetts

Attn: George Bates

Dear Sir:

The trustees of the Griswold Memorial library wish to thank you very much for your generous contribution toward the purchase of the bookplates. They have arrived and are being used.

Thank you again.

Yours truly,

Carol Mosgato
Secretary, Trustees
Griswold Memorial Library

Copy

September 19, 1973

The meeting was called to order with all members present.

The minutes were read and accepted.

The treasurer's report was read. The checkbook balance was $6419.83. The term deposit at the bank has been converted to a higher interest rate.

The librarian's reports for the past few months were read.

Old business

Re. windows (sashes and frames) repairs will be held off for another season

The slow blow fuse has been taken care of.

Re. floors. Mr. Temple will be contacted again.

Parking lot. A letter was sent to Wm. Warren, dist. conservationist. He came,&took soil samples ~~and~~. A sketch was received regarding drainage. It was proposed to use present driveway and make sidewalk from lot to front walk. It was also proposed to use pea stone in the parking lot instead of blacktop.
It was moved, seconded and passed that we use present driveway and create parking lot behind building for no more than 10 cars and create a walkway from said driveway to front walk. Said parking lot and walkway shall be gravel based and pea stoned.
Herb Saunders, Fred Muehl and Chas Meyer will draw up a layout to be presented to town fathers.

It was moved seconded and passed that we continue ~~buying~~ our present policy of buying books.

New Business

It was moved seconded and passed that books seldom used be put down in stacks in the basement and saved.

The meeting was adjourned.

Respectfully submitted,

Carol Moscato

Secretary.

The meeting was called to order (10:30) Monday morning.

The minutes were read and accepted.

The treasurer's report was read. The checking balance was $1019.37. The book account (2.0) has been overdrawn by a higher interest rate.

The librarian's reports for the past few months were read.

Old business:

Mr. Stuyve (Lucy and Frank) reality will be held at the meeting tomorrow.

The slow blow fuse has been taken care of.

Mr. Floore. Mr. Tweele will be contacted again.

Parking lot. A letter was sent to Mr. Harper, Mr. Sauerwaldt, Mr. Moore, Mr. Soil regarding the proposed parking lot. It was proposed to use present driveway and move telephone from lot to front walk. It was also proposed to use pay stone in the parking lot instead of blacktop.
It was stated, regardless of where the new present driveway and simply widen the entire driveway for the sum of $1 per yard and create a walkway from exit driveway to front walk. Said parking lot and walkway shall be graved based and use stones.
Mrs. Sandsbre, Fred Moore and Chas Meyer will draw up a layout to be presented to Mr. Fairchild.

It was moved, seconded and passed that Martinus Wright be granted relief of buying books.

New business:

It was moved, seconded and passed that books seldom used be put into storage in the basement and stored.

The meeting was adjourned.

Respectfully submitted,

Chas. Hassert

Secretary.

9-19-73. #2.37

Report to Griswold Memorial Library Trustees

for June, July and August, 1973.

In June the book circulation at the library was 643, with 150 adult, 108 juvenile and 185 bookmobile books. Records were 22. In July the circulation was 930, showing the increase due to the summer reading program and the summer residents. Of these, 277 were adult, 343 juvenile and 330 bookmobile. Three records were loaned. In August the circulation was 964, with 300 adults, 325 juvenile and 294 bookmobile; and 31 records.

In fines, we received $2.22 in June; $3.19 in July; and $2.45 in August. We spent 20 cents for a notebook in June; 98 cents for postage in July; and $3.09 for prizes and candy for the children's party in August.

We had a successful reading program for the children this summer, with 28 between grades 2 through 6 registered. Sixteen children were awarded Reading Certificates. At the closing program, we had over 30 children in attendance. The Quinns ran the projector for movies which I borrowed from the Regional Library office in Greenfield. The two prize books were awarded as usual, and candy distributed at the close of the evening to all children present. The mothers who attended were most appreciative.

This summer I have answered letters and assisted many people with their genealogy research. One or two have contributed data for our files. It was a worthwhile project installing the steel file. It is a great convenience for these people.

I continue to borrow a good many books from the bookmobile and the intralibrary loan plan, picking up special requests one day a week at the Greenfield libraries. I had two requests on Monday from students.

Last Friday I attended a meeting at the Arms Library in

Shelburne Falls, a workshop on intralibrary loan procedures. This was a two hour meeting Friday morning.

Respectfully submitted,

Lonnie O'Br

C. Mayer Gave
$5.00 on Bookplates

Colrain Mass

September 19, 1973

Mr. Charles Clark

2 Mertimer Drive

Old Greenwich, Connecticut 06870

Dear Sir:

We, the trustees, would like to thank you very much for the nice job you did on the balcony railing. It was very much appreciated.

Yours truly,

Carol Moscato
Secretary, Trustees
Griswold Memorial Library

Copy

Report to the Grisyold Memorial Library Trustees- September, 1973.

Book circulation during September, 1973 was 655 volumes, with 414 adult, 160 juvenile and 175 bookmobile books.

We received $1.59 in fines; and paid out 70 cents for a looseleaf notebook.

Many gift books are still coming in. These have to be sorted and catalogued, so I have quite a stack which I am processing. We received a "Colrain Reunion Souvenir" pamphlet, dated August 1896 from a lady in Oregon, with whom I am corresponding.

In sorting out the old books, I have taken about three hundred down to the basement and shelved them in alphabetical order, marking the catalog cards "stack." I am also sorting the old magazines in the basement.

Many of the younger set are requesting science fiction, so I have started a special shelf for these books. Several were given to the library by David Forman.

This month I am passing to the treasurer $2.10 for the sale of discarded books; and $2.00 in fines. The state auditor has the library account notebooks now.

Respectfully submitted,

Louise O'Brien, Librarian.

October 17, 1973

The meeting was called to order with 5 members present

The minutes were read and accepted

There was no treasurer's report as the auditors have the books

The librarian read her report.

Old Business Parkinglot. Two contractors were contacted and there has been no response yet. As it is getting too late in the year it was moved, seconded and passed to table the parking lot project until spring.

Mr. Temple will be contacted again.

A letter is to be sent to Wm. F. Warren, US Soil Conservation Service thanking him for his help with our parking lot project.

New Business We were notified of the Massachusetts Library Trustees annual meeting. NO one was interested.

The meeting was adjourned at 8:30

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary

October 17, 1973

The meeting was called to order with 7 members present.

The minutes were read and accepted.

Short was to re-examine report on the auditors have the books in the library for report.

Old Business: Particularly, the centerpieces are improving and seem has been no tenants yet. He is waiting to hear in the year it was moved, accepted and seconded to [illegible] the working for project [illegible].

Mr. Temple will be contacted again.

A letter is to be sent to Mr. F. Warren, US Soil Conservation Service thanking him for his help with our working for project.

New Business: Be sure [illegible] of the [illegible] Library [illegible] annual meeting. NO one was interested.

The meeting was adjourned at 8:30

Respectfully submitted,

Carol Hoosets
Secretary

Report to Griswold Memorial Library Trustees- Dec. 15, 1970.

Total book circulation at the Griswold Memorial Library during October was 775, of which 347 were adult books, 203 juvenile, and 225 bookmobile. There were 17 records borrowed.

During November the circulation was 741, with 292 adult books, 184 juvenile, and 265 bookmobile. Twenty-two records were circulated.

In October, we took in $5.14 in fines; and paid out 60 cents for magic tape. In November we received $3.40 and paid out 10 cents for postage. The postage would be much more except for the fact that I return the borrowed books to Greenfield, when a truck picks them up and delivers them to Springfield, etc.

We received two gifts books from the authors. Mrs. Alice Gammell presented a copy of her quilting book to us; and the Recorder printed a picture of her.

Mrs. Ingrid Greenburger of Christian Hill sent me a copy of her biography of the war years in Germany, entitled , "A Private Treason." I sent in an article to the paper concerning this book.

If agreeable to the trustees, I would like to make Christmas week an "in free" week for overdue books. There are only a few out, but it would be a nice gesture.

To conserve energy I am keeping the heat down in the library. Monday I sent a notice to the radio and had the library closed because of the storm. Do you think it would be advisable to close more often this winter when the weather is bad to save on fuel and electricity?

Respectfully submitted,

Louise O'Brien, Librarian.

Report to Griswold Memorial Library Trustees for

December, 1973.

Book circulation during December, 1973, reached a total of 610, of which 287 were adult, 1[illegible] juvenile, and 2[illegible] bookmobile books. 21 records.

We received $1.49 in fines for overdue books. The last week in December was an "in free" week. We paid out six cents for postage. Four dollars was turned over to the treasurer, for accumulated fines.

The library was closed two days because of stormy weather.

Respectfully submitted,

[illegible]

Jan 16, 74

Report to Griswold Memorial Library Trustees for
January, 1974.

Book circulation during January, 1974 was 628 books. Of these 289 were adult; 123 were juvenile; and 216 bookmobile. Ten records were borrowed.

We took in $2.65 in fines. We paid out $2.08 for typewriter paper, 1.20 envelopes, fifty cents and postage, thirty-eight cents.

We have received several gift books from Ian Schneiders and Carol Rosecto. Carol also gave us some jigsaw puzzles.

The library was closed two days in January because of bad weather.

Greenfield Public Library is allowing people in good standing in their own library to borrow from Greenfield without a fee. I have typed slips, which are necessary to borrow the books. Nine local patrons have received the slips to date.

Four local organizations are using the film service of the Western Regional library.

Respectfully submitted,

Louise O'Brien, Librarian

January 16, 1974

The meeting was called to order with all members present.

The minutes were read and accepted.

The treasurer's report was read. As of December 31, 1973 the balance on hand was $5619.86. The same amount was requested for appropiation as last year, $3200 plus state aid for $1000 plus the dog tax.
It was moved, seconded and passed that we deposit $2000 in a building fund.

The librarian's reports for the past 3 months were read and accepted.

Old Business: The town auditor has informed the trustees that town employees are not covered under social security so we are not in violation of the law.

The refinishing of the floor was discussed.

New Business: It was moved, seconded and passed that we purchase salt for the front walk.

It was moved, seconded and passed that we apply to the town to have the walkin front of the library cleaned of snow.

It was moved, seconded and passed that we purchase clear book covers, amount 500.

The meeting was adjourned at 9:35

Respectfully submitted.

Carol Moscato

Carol Moscato
Secretary.

The meeting was adjourned at 9:35

Colrain, Massachusetts
January 16, 1974

William Warren
4 Whalley Street
Hadley, Massachusetts

Dear Mr. Warren:

The trustees of the Griswold Memorial Library would like to thank you very much for your help with our parking lot project.

Yours truly,

Carol Moscato
Secretary, Trustees
Griswold Memorial Library

Colrain, Massachusetts
January 21, 1974

Clinton Gray
Selectman
Colrain, Massachusetts 01340

Dear Mr. Gray:

The Board of Trustees, Griswold Memorial Library, met the other night. It was decided that the sloping front walk up to the library steps presented a definite safety hazard during the season of ice and snow. The incline makes even the slightest covering unsafe and when several inches of snow have compacted, it's very dangerous.

We have hired various people to shovel the walk but it was either not shoveled at all or shoveled several days after a storm occurred, by which time it was packed down.

We are requesting that the Colrain DPW keep the walk up to the library clear inasmuch as it is a public building.

Thank you very much.

Very truly yours,

Herbert Saunders
Chairman, Trustees
Griswold Memorial Library

Dear Mr. Avery:

The Board of Trustees, Grimsell Memorial Library, met this evening. It was decided that the sidewalk front walk on the library above presented a definite safety hazard during the season of ice and snow. The footing makes even the slightest covering nearly impossible, and several injuries have occurred, it's very dangerous.

We have little volume (about 3) [illegible] [illegible] it was either not shoveled at all or [illegible] days after a storm occurred, by which time it was packed down.

We are requesting that the Chairman DPW keep the walk up to the library clear immediately as it is a public building.

Thank you very much.

Very truly yours,

Carter Brewster
Chairman, Trustees
Grimsell Memorial Library

February 20, 1974

The meeting was called to order with all members present.

The minutes of the January 16th meeting were read and accepted.

The treasurer's report was read. There is $3154.87 on hand. $2000 has been transferred to the John G. Thompson Building Fund.

The librarian's report was read and accepted.

Old business: The bookcovers are on order.
The salt for the front walk has been purchased

The trustees have authorized Herb Saunders to get an estimate on the parking lot to present to the Town Meeting.

New Business: It was moved, seconded and passed that we purchase a flag and pole.

It was suggested that we try to completly restore the library by 1976. At the next meeting Fred Muehl is at, a capital improvements plan will be formulated, which will include the following:

Lighting
Lawn
Landscaping
Floors (linoleum vs. refinishing)
Repainting
Capital equipment
Parking lot
Chisled busts of trustees
Additional space in basement

It was suggested that basement be used as a community room.

Meeting adjourned at 9PM

Respectfully submitted,

Carol Giroscato

Report to Griswold Memorial Library Trustees

for February, 1974.

Total book circulation at the Griswold Memorial Library for February, 1974 was 617 books. Of these, 277 were adult; 100 juvenile; and 240 bookmobile. Seven records were borrowed.

We received $6.28 for fines. We paid out $1.02, for postage 30 cents, notebook 30 cents and towels 42 cents.

Six dollars was turned over to the treasurer at the February committee meeting.

Five children's books have been designated as gifts of the Ernest Demarais Memorial Fund.

We have started a little registration book for people using our reference files. It will be interesting to see how many people use the records during the year, and to note their needs.

I am continuing the "weeding" process, stacking old and seldom used books in the basement to make room for new ones. Am now working on the non-fiction section.

Fourteen of our patrons have requested slips to enable them to borrow books from the Greenfield Public Library. So far it doesn't seem to have lowered our own book circulation.

Respectfully submitted,

Louise O'Brien, Librarian

I sent in news of book purchase from the Ernest a memorial fund to the newspaper.

March 20, 1974

The meeting was called to order with 4 members present

The minutes of the Feb. 20 meeting were read and accepted

Treasurer's report: $2814.48 on hand

The librarian's report was read and accepted. Mrs. O'Brien commented that the State Aid Bill in in Ways and Means Committee if anyone wanted to write their representative. She announced a meeting at the Mohawk Resource Center. April 21-27 is National Library Week.

Old Business: The flag and pole were purchased for $75.

2. The book covers were received
3. Hillman estimated the parking lot to cost $3280. The Town of Colrain agreed to consider $2500 and the town crew will do the work.
4. The Community room was discussed but the decision will be held off until entire membership is present.
5. The lock on the front door has been repaired. by Herb

New Business: The cornices have to be inspected for leakage.

2. It was moved seconded and passed that we raise the hourly pay of the librarian to the sum of $2.25.
3. It was moved seconded and passed that we raise the hourly pay of the assistant to $1.50.

The meeting was adjourned.

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary.

Page 4, 1.

The meeting was called to order with a quorum present.

The minutes of the Feb. 13 meeting were read and accepted.

Treasurer's report [illegible] as read.

The Librarian's report was read and accepted. Mrs. O'Brien announced that the state aid is in and the Trustees Committee is working toward to write their responsibility. She announced a meeting at the Trustees committee meeting. April 1-7 is National Library Week.

Old Business: The City has not made payment for 197.
1.The book drive was successful.
2.Mrs. [illegible] gave a report on the Bicentennial.
Town of Colrain agreed to $500 and the town even will do the work.
3.The Community room was discussed but the decision will be held off until active membership is present.
4.The book on the front door has been replaced. [illegible]

New Business: The meeting was to be dedicated for Leakage.
1.It was moved seconded and passed that we raise the county pay of the Librarian to the max of $2.25.
2.It was moved seconded and passed that we raise the county pay of the assistant to $1.50.

The meeting was adjourned.

Respectfully submitted,

Carol Mason
Secretary.

Report to Griswold Memorial Library Trustees for March, 1974.

During March, 1974 the total book circulation at the Griswold Memorial Library was 740, a large increase over February's circulation. There were 334 adult, 173 juvenile and 233 bookmobile books loaned. Fourteen records were loaned.

We received $3.77 in fines for overdue books; and paid out thirty-one cents for postage. $3.00 was turned over to the treasurer at the March meeting.

We have received many gifts of books and magazines during the month.

I attended a library meeting in Ashfield . As a result, we will receive two boxes of paperbacks from the Regional office in Springfield. I'll be able to pick these up when I attend another library meeting at the Arms Library April 25th.

It would be very helpful if we could have a wire rack on which to display some of these books.

Many thanks to the trustees for the raise in my salary.

Respectfully submitted,

Irene Allen, Librn

April 17, 1974

The meeting was called to order with 4 members present.

The minutes of the March 20 meeting were read and accepted.

There was no treasurer&s report.

The librarian's report was read and accepted. Mrs. O'Brien requested a wire rack to display our paperback books.

Old business: The cornices were mentioned again.

CAPITAL IMPROVEMENTS PLAN

For fiscal year 1976:
- Parking lot (oil & stone)
- Walks (oil & stone)
- Low sidewalk lights on all sidewalks
- Flood lights aimed into parking lot
- Snow blower
- Floors refinished
- Rug for kid's room

For fiscal year 1977:
- Look into art student to restore rotunda dome, starting in Sept 1974
- Repaint wall and trim
- Drapes for windows
- Patch and paint ceiling

New business: It was moved, seconded and passed that Mrs. O'Brien and Carol take care of the four windww boxes this year for under $25.

The meeting was adjourned at 9:15

Respectfully submitted,

Carol Moscato

Colrain, Massachusetts 01340
May 15, 1974

Mrs. Phillip H. Russell
PO Box 5356
Mt. Carmel, Connecticut 06518

Dear Mrs. Russell:

The Trustees of the Griswold Memorial Library would like to thank you very much for the framed line drawings given in memory of Katherine Cram.

We are honored to have them and they will be on permanent display in the library for all to see.

Thank you again.

Yours truly,

Carol Moscato
Secretary, Trustees
Griswold Memorial Library

Carol Monroe
Secretary, Trustees
Grimes' Memorial Library

May 15, 1974

The meeting was called to order with 4 members present.

Officers and committees ~~were~~ are as follows:

Chairman: Herb Saunders
Treasurer: Velma Aiken
Secretary: Carol Moscato

Finance committee: Velma Aiken
Fred Muehl

Buildings committee: Herb Saunders
Fred Muehl

The minutes of the April 17 meeting were read and accepted

The treasurer reported that we have a check book balance of $2159.18
We are getting $1000 from State Aid.

The librarian's report was read and accepted.

Report from the flower committee: The flowers will be gotten by Mrs. O'Brien and Carol Moscato and will be put in the boxes the last Friday in May.

Old Business: A letter was sent to Mrs. Russell thanking her for the drawings.

Herb will look for someone to fix the cornices.

New Business: It was moved, seconded and passed that we give Mrs. O'Brien $4.00 for transportation for the Library Administration's annual meeting for 1974 in Boston.

Mrs. O'Brien requested that we write to J. Healy and J. Olver asking their support for the bill ~~to~~ for funds to keep the bookmobile in Western Mass.

A t the next meeting bring up fact of expenses for librarian on library business. Also bring up dues for Library Assn. for our librarian.

The meeting was adjourned 9PM

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary

May 15, 1974

The meeting was called to order with 4 members present.

Officers and committees ~~are~~ are as follows:

Chairman: Herb Saunders
Treasurer: Velma Aiken
Secretary: Carol Moscato

Finance committee: Velma Aiken
Fred Muehl

Buildings committee: Herb Saunders
Fred Muehl

The minutes of the April 17 meeting were read and accepted

The treasurer reported that we have a check book balance of $2159.18
We are getting $1000 from State Aid.

The librarian's report was read and accepted.

Report from the flower committee: The flowers will be gotten by Mrs. O'Brien and Carol Moscato and will be put in the boxes the last Friday in May.

Old Business: A letter was sent to Mrs. Russell thanking her for the drawings.

Herb will look for someone to fix the cornices.

New Business: It was moved, seconded and passed that we give Mrs. O'Brien $4.00 for transportation for the Library Administration's annual meeting for 1974 in Boston.

Mrs. O'Brien requested that we write to J. Healy and J. Oliver asking their support for the bill ~~to~~ for funds to keep the bookmobile in Western Mass.

A t the next meeting bring up fact of expenses for librarian on library business. Also bring up dues for Library Assn. for our librarian.

The meeting was adjourned 9PM

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary

Report to Trustees of Griswold Memorial Library

May 15,1974.

Book circulation for April, 1974 at this library was 638. Adult books were 342; juvenile 158; and bookmobile 138. Forty-two records were borrowed.

We received $2.38 for fines for overdue books; and paid out ten cents for postage.

Mrs. Carl Sewall came in one afternoon and polished the candlesticks, and supplied new white candles.

I attended a meeting for area librarians at the Arms Library in Shelburne Falls. We have received two boxes of paper backs, for adults and children, from the Western Regional Library system. I have ordered a bookrack from Samuel Black Company, as they informed me the only cost would be for shipping.

This month, May 8, the Recorder photographer was here and took a picture of three of the trustees, Mildred Bowen, Carol Moscato and Charles Mayer, and myself with the pen and ink drawings presented to the library by Mrs. Ursula Russell, who illustrated the History of Colrain, just written and published by Lois Patris.

I attended a meeting of the Western Regional Library Advisory committee Monday at the Northfield Library. Mrs. Gleason the Heath librarian, rode with me. I have been appointed to this committee by Chairman Saunders.

Respectfully submitted,

Louie O'Brien

Librarian.

Report to Griswold Memorial Library Trustees- June 19, 1974.

During May, 1974, a total of 776 books were circulated at the Griswold Memorial Library. Of this number, 360 were adult, 218 juvenile, and 198 bookmobile books.

We collected $3.00 for overdue books. Expenses for a notebook and magic tape were ninety-eight cents.

Carol Moscato and I filled the four flower boxes at a minimal expense, using some of our own flowers, and buying some.

Bruce Baker, director of the Western Regional Library of the Springfield office, requested an interview at this library, so I spent an hour Monday morning, (June 17) showing him around and discussing policies, etc. He requested use of our library as a future meeting place, as he regards it as a very attractive library. He also applauded our magazine exchange, and will mention it in his next news letter.

Tuesday I attended a meeting at the Greenfield Public Library to discuss the reciprocal borrowing. Mrs. Gleason, Heath librarian, and two librarians from the Arms library, went with me. The form stating this library's agreement must be returned at once. If the trustees approve, I have already set up a reciprocal plan with three libraries, Shelburne Falls Arms, Heath and Rowe.

Respectfully submitted,

Louise O'Brien, Librarian

June 19, 1974

The meeting was called to order with all members present.

The minutes of the May 15 meeting were read and accepted.

The treasurer's report was given. There is a checkbook balance of $1930.70. The building fund has approximately $2500.

The librarian's report was read and accepted.

Let it be written into the records that Sect 11. Chapter 78 of the Mass general laws states: Library trustees are an autonomous group and may expend all monies raised or appropriated as they see fit.

Old business Cornices: Fred is looking into writing a spec.
Re.cornices
~~Parking lot~~ It was moved, seconded and passed that the building committee be authorized to write a spec and to go to bid when written.

Parking lot: Fred is going to write a "memorandum of understanding" with the town.

It was moved, seconded and passed that we allow the librarian milage of ~~$.12~~ $.10 a mile while attending to Library Association business.

New Business: Massamet advised upping insurance. It was moved, ~~seconded and~~ seconded and passed that if the amount is $50,000 or over we leave it as it is. If not we up it to $50,000.

Memo At the next meeting when all members + LIBRARIAN are present, the functions of the book committee are to be brought up

Meeting was adjourned.

Respectfully subbmitted,

Carol Moscato

Carol Moscato, Secretary

June 22, 1974

The meeting was called to order with all members present.

The minutes of the May 15 meeting were read and accepted.

The Treasurer's report was read. [illegible]
$1,[illegible]. The [illegible] Cost [illegible] $[illegible].

The Librarian's report was read and accepted.

Let it be written into the records that Sect 11. Chapter 78 of the [illegible] and may expend all monies raised or appropriated as they see fit.

Old Business Counsiser Fred is looking into writing a code.
Ex. monies
[illegible] It was moved, seconded and passed that the building committee be authorized to write a lease and be to bid when written.

Parking lot: [illegible] with the town.

It was moved, seconded and passed [illegible] mileage of [illegible] a mile while attending the Library Association business.
$.10

New Business: Meadowmet advised [illegible] insurance. It was moved, [illegible] seconded and passed that if the amount is $20,000 or over we leave it as it is. If not we up it to $50,000.

[illegible] As the [illegible] all [illegible], the [illegible] the book committee are to be brought up

Meeting was adjourned.

[illegible]

Distributors of

Glidden

SPRED SATIN

Couture Bros. Inc.

P.O. Box 270 Turners Falls, Massachusetts 01376

Tel. (413) 863-4346

PAINTING CONTRACTORS

Waterproofing - Dampproofing - Caulking

Distributors of

PRATT & LAMBERT

PROPOSAL AND CONTRACT

TO Mr. Herbert Saunders

Griswoldville, Mass.

August 2, 1974

PROJECT Griswold Memorial Library

Colrain, Mass.

ARCHITECT

We propose to furnish and install the work described below:

We quote you our price for sanding, scraping as necessary, touching up and painting the exterior trim one coat to include sash, doors, siding on the rear, metal rails, lamp posts, sash grills and two full screens.
Our price, labor, material and equipment $700.00

TERMS: This proposal shall constitute a contract of sale after being accepted. This Proposal and Contract is subject to the conditions on the reverse side of this sheet.

Accepted:

By Herbert H. Saunders

Chairman

TITLE

Date 8-7 1974

BL

Respectfully submitted,

COUTURE BROS. Inc.

By Leon Momaney

Leon Momaney

Estimator

TITLE

(Over)

CONDITIONS

The following conditions are hereby made a part of the proposal on the reverse side of this sheet and are to be considered a part of the contract entered into between us by the signing of the acceptance and approval on the reverse side and the performance of each of which shall be a condition precedent to any right of claim or recovery hereunder.

This contract constitutes the entire agreement between the parties and no oral modification thereof shall be made.

TIME: Contractor is to receive notice in writing at least ten days before Contractor is required to have men and materials on the work, which once started Contractor will be permitted to complete without interruption, except as may be specifically agreed to in writing.

INSURANCE: The contractor agrees to furnish evidence of workmens compensation insurance as required by law and evidence of public liability and property damage insurance of the type and in limits as required.

STORAGE AND SERVICE: Buyer will furnish, without cost to Contractor, a convenient room on the premises that can be kept locked, in which to store Contractor's materials and equipment and to supply all necessary heat, light, electricity, elevator or hoist service and water.

SCAFFOLDING: If scaffolding or swing staging is needed to do this work, it will be furnished by Contractor unless otherwise arranged. Permission to work on or over adjoining property to perform this contract, shall be secured by Buyer at no cost to Contractor.

PAYMENT: Payment of all or any part of the amount of this contract which may be due or become due Contractor shall in no way be contingent upon the acceptance of work done by others and over which Contractor has no control, and no responsibility is hereby assumed for work done by anyone other than by Contractor. Payment to be made as follows: Net cash payable 10th, Prox. Extended contracts payable to 95% of work completed monthly, balance on completion of contract. If it becomes necessary to incur any expense in the collection of any money due hereunder, including reasonable attorney's fees, it is understood that the same shall be paid by Buyer. The maximum legal rate of interest shall be charged on accounts not paid within 30 days from billing, such interest to commence to run on the 31st day.

ADDITIONS AND DEDUCTIONS: Any expense borne by Contractor in connection with repairs to or replacement of any part of Contractor's work, due to damage thereto caused by the failure, repair or replacement of the work of others, shall be added to the amount of this contract and be considered a part thereof.

This contract, after acceptance and approval, is not subject to additions or deductions without approval in writing by both parties.

CLAIMS: Claims for non-fulfillment of this contract shall be made not later than thirty (30) days after completion of the work.

UNFORESEEN CONDITIONS: This contract is based on visual conditions. Should unforeseen conditions arise that could not be determined by visual inspection prior to starting work, such additional work shall be performed on a Time and Material or Firm Bid Basis, after Buyer or his agent has been notified of such.

SANDBLASTING: If sandblasting is to be performed, diligence and care shall be used to protect underlying and adjoining surfaces; however, Contractor will not be responsible for damages to same.

SIGNS: Due care shall be exercised in working around signs on buildings. However, due to their delicate construction, Contractor will not be responsible for damage to same.

WATERPROOFING, DAMPPROOFING AND CAULKING: All pumping necessary to keep the water level below our work to relieve the pressure until such times as the Waterproofing has become sealed and set, shall be done by the Buyer without expense to the Contractor. All surfaces for membrane and spandrel work to be made clean, dry and reasonably smooth. All surfaces for the application of Dampproofing or Mastic to be made clean and fully pointed. Staff beads to be removed and replaced without expense to Contractor for caulking of door frames and window frames. Furnish sufficient heat insulation under boilers to prevent heat from injuring the concrete or Waterproofing.

CONTINGENCIES: All agreements herein contained are contingent upon strikes, boycotts, accidents, inclement weather, earthquakes or other Acts of God which the Contractor could not have reasonably foreseen or provided for or against.

This proposal may, at the option of the company, be withdrawn if not accepted within thirty days from its date.

August 7, 1974

A special meeting of the Trustees was called to order by Fred Meuhl due to the absence of the Chairman, Herb Saunders. There was a quorum present.
The purpose of this meeting was to open the bids for the parking lot.

The only bid received was from S & T Trucking, Whately, Mass. 01093 (PO Box 151) for a total of $3634. This was broken into two parts:

Preparing site	$2393
Finishing with peastone & asphalt	1241

The bid met the spec.

The bid also included removing concrete drive and replacing sidewalk at new drive way and restoring all that was disturbed during construction.

It was moved seconded and passed that we accept the bid from S & T Trucking.

Fred will contact the state in reference to driveway alteration permit.

Re: Painting windows.

Two bids were received: $700 from Couture Bros. Turners Falls
$625 from Irving J Milewski, So. Deerfield

The painging will be shelved until next year due to the drain on our building fund by the parking lot. The above two bidders were notified of this and asked to submit bids next year if they wished.

Fred will arrange contract with the Town Council for the S & T Trucking.

Respectfully submitted.

Carol Moscato

Carol Moscato
~~Secretary~~ Secretary

55 Eastern Ave
So Plymfield. Mass
01373

Dear Mr. Saunders.

Having tried to contact you for the last few days and not being able to do so I feel it would be best I send you an estimate for painting the Colrain Public Library. As I understand it the windows, doors, and back entrance are to be painted as well as the metal lamp posts and balconies. I would also paint the screens and replace the water spouts which I noticed are rusted as well as caulk any windows which may need it. I feel I could be able to complete the entire job for $625. including all labor and material mentioned above.

If this price is unacceptable please call me at 1-665-2990 any night between 5 and 6. Hoping to hear from you.

Irving J. Milewski

Milewski

Colrain, Massachusetts 01340
August 16, 1974

Mr. Irving J. Milewski
55 Eastern Avenue
So. Deerfield, Massachusetts 01373

Dear Sir:

We thank you for your bid to paint the Griswold Memorial Library. At this time, our building fund is very low due to our parking lot project. We will have to put off the painting until next year at which time we will be glad to hear from you again.

Yours truly,

Carol Moscato, Secretary
Trustees, Griswold Memorial Library

Colrain, Massachusetts 01340
September 3, 1974

S & T Trucking
PO Box 151
Whately, Massachusetts 01093

Gentlemen:

Please be adivsed that you have been awarded the contract for construction of the parking lot at the Griswold Memorial Library.

The contract is being drawn up but we will reserve signing until permission is received from the DPW for the new driveway.

Yours truly,

Carl Moscato
Secretary, Trustees
Griswold Memorial Library

Colrain, Massachusetts 01340
September 21, 1974

S & T Trucking
PO Box 151
Whately, Massachusetts 01093

Gentlemen:

You are hereby authorized to commence work on the parking lot at the Griswold Memorial Library. It should be noted that this authorization is awarded on your bid proposal.

The Trustees expect that each and all of the items mentioned in the proposal will be carried out to our satisfaction prior to S & T Trucking receiving payment.

It is understood by both parties that S & T Trucking upon its commencement of work has agreed to the conditions stated herein.

Yours truly,

Herb Saunders, Chairman
Trustees, Griswold Mem. Library.

HS/cm

Colrain, Massachusetts 01340
September 21, 1974

S & T Trucking
P. O. Box 1[illegible]
[illegible], Massachusetts [illegible]

Gentlemen:

You are hereby authorized to commence work on the parking lot at the Griswold Memorial Library. It should be noted that this authorization is awarded on your bid proposal.

The Trustees expect that each and all of the items mentioned in the proposal will be carried out to our satisfaction prior to S & T Trucking receiving payment.

It is understood by both parties that S & T Trucking from its commencement of work has agreed to the conditions stated herein.

Yours truly,

[illegible]
Trustees, Griswold Mem. Library.

Report to Griswold Memorial Library Trustees for summer, 1974.

I will incorporate the three months of June, July and August into one report, as there were no regular meetings of the trustees during the summer. In June, atotal of 724 books were circulated; in July, a total of 1195; and in August, 909. The school vacation, the summer reading program, and the summer borrowers made the big difference in numbers.

For money received and paid out, in June we received $1.92 in fines, and paid out seventy-seven cents for postage. In July, we took in $2.87, and paid out fifty cents for postage. In August, we received $2.29, and paid out $3.70, for stamped envelopes and refreshments for the children's party.

Twenty-one children of grades two through six joined the summer reading club, but because of vacations, etc. only nine actually finished reading their fourteen books, and received their Childrens Council certificates. There were twenty-five children and parents at the closing party. Gary Root ran the projector to show a movie which I borrowed from the Regional Bookmobile in Greenfield. It's fine to have the movie, but it does mean I have to make two trips to Greenfield that week, to pick it up, and to return it. Two prize books were awarded by the raising of names. This year we served the children ice cream and cookies, which they enjoyed very much. Many of them thanked me for their "party."

Monica Sheridan drove in from Griswoldville eight Monday afternoons to read to the children at a story hour. She had an average of six children at each session. She volunteered to read again next year, and I hope we can have her as the children like her.

One Friday morning in August I drove to the library to meet a party from California, who had material to add to the genealogy files, and was wished to see the library- Rev. Reed Chatterton of El Dorado with Cell family records.

A lady from Georgia sent material on the McCrillis family.

The little glass ashtray made with cigarbands has been passed to the Colrain Historical Society for safe keeping - it was one crack across it now. If the trustees disapprove, it can be brought back here.

Respectfully submitted,

Florence O'Brien, Librarian

Colrain, Massachusetts 01340
August 16, 1974

Couture Bros. Inc.
PO Box 270
Turners Falls, Massachusetts 01376

Gentlemen:

We thank you for your bid to paint the Griswold Memorial Library. At this time our building fund is very low due to our parking lot project. We will have to put off the painting until next year at which time we will be glad to hear from you again.

Yours truly,

Carol Moscato
Secretary, Trustees
Griswold Memorial Library

Gentlemen:

We thank you for your bid to paint the Jefferson Memorial Library. At this time our building fund is very low due to our parking lot project. We will have to put off the painting until next year at which time we will be glad to hear from you again.

Sept 18, 1974

The meeting was called to order with 6 members present

The minutes of the 6/19 meeting were read and accepted
The minutes of the Aug 7 meeting were read and accepted
Treasurer reports all bills paid up to date. There is $4277.96 in the checking account

There was no librarian's report

Old business: Re parking lot. Permission to go ahead given. Parking lot to be started within one week

New business: It was proposed that a questionnaire be sent to the town people regard ng use of library, etc Fred is going to look into the cost of mailing.

Meeting adjourned.

Respectfully submitted,

Carol Moscatto

Secretary.

Oct. 16, 1974

Report to Griswold Memorial Library Trustees for September, '74.

A total of 720 books was borrowed during September, of which 315 were adult, 229 juvenile, and 176 bookmobile.

We took in $2.00 in fines; and paid out forty cents for postage.

I was away on vacation five library days. Charles Mayer acted as substitute two days, and Elaine Smalley two days. The library was closed one day through a misunderstanding.

We received a free copy of an Arrow street map Atlas of Eastern Massachusetts, in appreciation of my help in locating local streets and points of interest. A publishing company representative from Boston had requested my assistance. I also called on Judy Aiken, town clerk, for assistance.

As a new member of the book committee I want to recommend Mary Jane Brown, a former teacher who is again living in town.

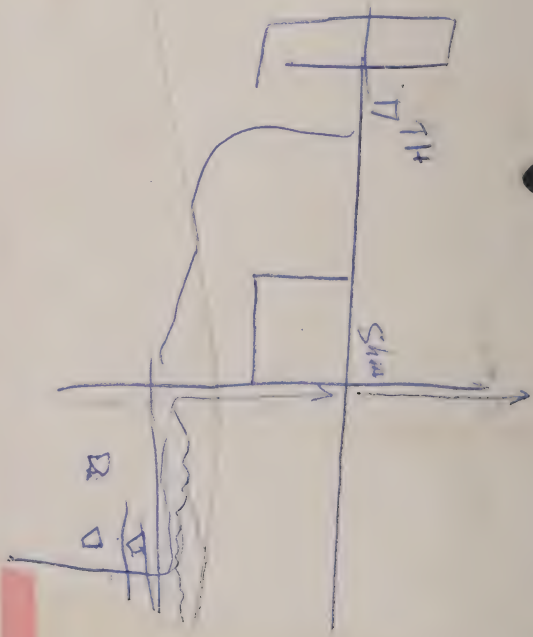
I attended a meeting of librarians at Arms Library one morning last week.

Respectfully submitted,

Lorna O'Brien, librarian

$$\begin{array}{r} 2393 \\ 1241 \\ \hline 3634 \end{array}$$

$$\begin{array}{r} 4473 \\ 4326 \\ 7271 \\ 9114 \\ \hline 25184 \end{array}$$



S&T Trucking
Whately, Mass. 01093

Town of Colrain
Trustees of the Griswold Memorial.
Colrain, Mass. 01340

"Parking Lot Bid" Due August 7, 1974

October 16, 1974

The meeting was called to order w/4 members present.
The minutes of Sept 18 were read + accepted

There was no treasurer's or ~~librarians report~~.
Librarians report was given
It was moved, seconded + passed (MS&P) that we accept Mary Jane Brown on the book committee

Old Business

Fred will contact S+T trucking & get construction speeded up.

It was estimated that it would cost about $100 to get library questionnaire to + from townspeople.
MS+P that we expend necessary funds to get questionnaire to + from townspeople

Meeting adjourned

Respectfully Submitted
Carol Moscat

Report to Trustees of Griswold Memorial Library for October, 1974.
and November, 1974.

Book circulation for October, 1974 totalled 737, with 284 adult books, 273 juvenile, and 180 bookmobile. One record was borrowed. November circulation was 781; 375, adult, 203 juvenile, 203 bookmobile. Nine records.

We received $1.37 in fines for overdue books; and paid out twenty-two cents for postage. I sent three dollars to the treasurer. Nov. received 1.70; paid out for tape and postage eighty-one cents.

For Children's Book Week, November 11-17, I borrowed an 8 mm projector from the Regional Library in Springfield, and four films of general interest. This was very successful, as we have children and some adults watching it every day. I have to return it Nov. 26, but have entered a request for it again during the Christmas vacation. We also have posters and drawings on display. There are several new children's books. We have projector until Dec. 31.

Even though I sent a notice to the paper that the parking lot is ready for use, few cars are being parked there. It will be more appealing when we have an outside light.

November 7th. I attended a meeting of the Executive Committee of the Western Regional Advisory Council at the Rose Library; and have given the treasurer a bill for $1.00 for expenses. (All the other librarians have theirs paid.)

Respectfully submitted,

Louise O'Brien, Librarian

December 18, 1974

The meeting was called to order with 4 members present. 5th member came lat
The minutes of the October 16, 1974 meeting were read and accepted.

Treasurer's report: The checkbook balance is $2242.52.
S&T has been paid.

The librarian's report was read.

Old business: Re. flood light. Contacted electric company and were adivsed that it would be installed within two weeks.

The window is fixed.

New business: The faucet leaks. Herb will fix.

It was moved, seconded andpassed that we get a parking sign and reflectors if feasable.

Things to be considered in future:

1. entrance through rear of library from parking lot.
2. Landscaping in spring
3. Repair sidewalk in front
4. Electric logs in the fireplace.
5. Wire-brush surface of building for bi-centennial
6. Roland Poulin will charge $200 for each room to refinish floors. Two steel wools, one coat of finish. If we move books, he will move cases. 3 days each room.
7. Balconies have to be repainted (Galopeau)?
8. Paintings have to be cleaned and repaired.

Contact George Paige re. snow removal when he gets out of hospital.

Meeting adjourned 9:50

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary.

Massachusetts Central Railroad
P.O. BOX 925
BELCHERTOWN, MASSACHUSETTS 01007

Report to Griswold Memorial Library Trustees. Dec. 1974

For December, 1974.

Total circulations of books at Griswold Memorial Library in December, 1974 was 899. Of these, [illegible] were adult; [illegible] juvenile; and 176 bookmobile. Three records were loaned.

We received $1.00 in fines for overdue books. We paid out forty-two cents for postage.

The Regional Bookmobile service has arranged a pick-up point at the Area Library in Dryburgs Falls. By returning books borrowed out of town through the bookmobile service, to the Area Library, a truck will pick them up each Thursday. It also leaves books for neighboring libraries there. This will save on postage, but will slow down the service a bit.

Carl Lyrch has presented the library with a copy of his book on the Hoosac Tunnel, entitled, "A Pinprick of Light." We hope to have a display at the library soon.

The light adds to the parking lot, and more patrons are using it now. We all appreciate it.

Respectfully submitted,

[illegible]

For January, 1975-

Circulation [illegible]. Adult books- [illegible]. Juvenile- [illegible]. Bookmobile- [illegible].

Received-$1.[illegible]. Paid out [illegible] for [illegible] postage.

Library closed two days by weather.

[illegible]

For February, 1975-

Circulation 829. Adult books-555. Juvenile- [illegible]. Bookmobile [illegible].

Received- $2.09. Paid out for glue- 75 cents.

Library closed one day by weather.

Two trips to Ashfield to library workshop.

Library conservative for month with members.

[illegible]

March 19, 1975

The meeting of the Griswold Memorial Library Trustees was called to order with all members present.

The minutes of the 12/18/74 meeting were read and accepted.

Treasurer's report: Check book balance $1627.88.

The Librarian's report was read and accepted. Mrs. O'Brien said that the state was going to give us a lot of reference and non-fiction books as well as a lot of records as she had attended certain meetings, at the Ashfield Library.

Old Business: CETA work program. A letter is being sent to John Barrett re interiour wall painting, window sashes and refinishing floors.

We are going to put reflectors on ends of the driveway and parking signs up . Fred will get cost of these.

The questionnaires will be ready by.next meeting

It was voted no to the electric logs in the fireplace and yes to a light in the back in the parking lot.

New Business: The budget has been submitted.

Kids are playing softball behind the library endangering car windows. Mrs. O'Brien will talk to them and ask them not to do so during library hours.

The meeting was adjourned.

Respectfully submitted.

Carol Moscato

Carol Moscato
Recording Secretary

KENDALL GRISWOLDVILLE PLANT
GRISWOLDVILLE, MASSACHUSETTS 01345

March 21, 1975

The Board of Trustees
Griswold Memorial Library
Colrain, Massachusetts

Some time ago Mrs. Aiken indicated that you would be willing to have the Griswold Memorial Library become a repository for some historical data concerning the Griswoldville plant of The Kendall Company. This data was assembled by George W. Richardson when he was Plant Manager in the early 1940's.

Your willingness to do this is appreciated. Hopefully at some time in the future this data may prove to be useful as a source of information concerning one of the early industries in this part of Massachusetts.

The material is being turned over to Mrs. Aiken with this letter.

Sincerely yours,

George A. Bates

George A. Bates
Plant Manager

GAB:jg

Report to Trustees Griswold Memorial Library for March, 1975.
a nd April, 1975.

A total of 661 books and magazines circulated during March, 1975 at this library. Adult books were 414; juvenile 206; and bookmobile 245. Thirty-two records were borrowed.

We took in $3.11 in fines; and paid out fifty cents for typewriter paper.

Having attended two library workshops in Ashfield, we are eligible for reference and non-fiction books from the state grant; and also for loan of records.

I am arranging a special display of bicentennial books.

In April, 806 books were borrowed, [illegible] adult, 189 juvenile and [illegible] bookmobile.

We received $2.74 for fines; and paid [illegible] cents for postage.

Respectfully submitted,
[illegible]

Report to Griswold Memorial Library Trustees

for May, 1975.

Total circulation of books and records for May, 1975 was 730. Of these adult books numbered 348; juvenile, 190; bookmobile, 188; and records 4.

We received $2,93 in fines; and paid out 48 cents for postal cards; and $2.04 for window box plants; a total of $2.52.

We have received several gift books, including a large paper back entitled The Growth of Industrial Arts, with introduction by Mark Kramer, and given to the library by Mark. He suggested that we have it bound.

In addition to the above cost of plants, I bought $4.00 more for the window boxes, as the heavy rains have wrecked havoc with them. Carol Moscato filled the boxes with soil and donated some marigold seedlings. We planted four bulbs which Herbert Saunders donated in the lawn.

The heavy fan in use here was loaned by Howard Gooley, and is the property of the postal department.

We have ordered material for the Children's Summer Reading Program; and I have about two dozen new books which will be used for the program. I hope to have a story hour again this summer, with a reader at least one day a week.

We have applied for a Youth Corps helper for the summer, but no reply yet.

I'm Hoping to take a week's vacation in August; Elaine Stanley will work as substitute. With the approval of the committee, I would like to have her work at least two hours with me one evening to learn the procedure for the reading program (other years I've taken my vacation after the program was completed.)

Respectfully submitted,

May 21, 1975

The meeting was called to order with 5 members present.

It was moved, seconded and passed that we keep the same slate of officers as last year:

Chairman:	Herb Saunders
Treasurer:	Velma Aikens
Secretary:	Carol Moscato

Finance Committee: Velma Aiken
Fred Muehl

Buildings committee: Herb Saunders
Fred Muehl

The minutes of the March 19 meeting were read and accepted.

The sixth member arrived late.

Treasurer's report: $1002.36 Check book balance

The librarian's report was read and accepted.

Old Business: Fred is checking into the letter sent to CETA.

The Neighborhood Youth Corps is offering kids a job this summer and will furnish salary. Mrs. O'Brien is sending in an application to get some library help.

The questionnaires are in and ready to be stamped. Mrs. O'Brien and some of the trustees will find out exactly how many mailings there are in Colrain and we will meet Wednesday, May 28, to apply stamps.

Fred is rechecking on the costs of the reflectors and ~~sing~~ sign costs. We have two 'NO PARKING' signs to be placed in front of the library walks.

Mrs. O'Brien spoke to the kids about playing ball.

We have received the information from Kendall--see minutes of July 25, 1973 minutes and letter dated March 21, 1975.

It has been noted that S&T Trucking did not do a good job on restoring the grass on either side of the walk or parking lot. There is a lot of loose stone in the grass that might prove hazardous when mowed.

The meeting was ajourned 8:40

Resepectfully submitted,

Carol Moscato, Secretary.

June 18, 1975

The meeting was called to order.

The minutes of the May 21, 1975 meeting were read and accepted.

Treasurer's report: Balance of $31.85 at present. Getting budget request July 1, 1975.

The librarian's report was read and accepted. Request from Elaine Stanley that she come in two hours for reading program. This was moved, seconded and passed.

Old Business: Fred sent another letter to CETA and we are on the list.

Fred will bring in the ~~catalogue~~ catalogue of signs.

We haven't heard from the Neighborhood Youth Corps.

The questionnairs have been sent. 60 were returned out of 500. The results are being tabulated by Fred and Diane Muehl.

New Business: It was moved, seconded and passed that there be no meetings during the months of July and August.

Shirley Byron stopped by as an observer.

The meeting was adjourned at 8:45

Respectfully submitted,

Carol Moscato

Recording secretary

Report to Griswold Memorial Library Trustees

Sept. 17, 1975.

Following is the report of book circulation at the library for the three summer months: June, adult - 403, juvenile -275, bookmobile - 246, total- 924. Records-90.

July, adult- 439, juvenile- 457, bookmobile- 340, total- 1236. records- 104.

August, adult-379, juvenile-463, bookmobile- 282, total- 1124. records- 78.

Fines received in June- 3.48; July- 1.04, August-7.02.

Expenses- June- 1.50 for children's book; July-60 cents for towels; August- 4.60 for prizes and candy for children's party.

We had twenty-nine children who participated in the Summer Reading Program. Twelve received certificates for reading fifteen books each. I made two trips to Greenfield to pick up and return projector, screen and films from the Regional library. Gary Root ran the projector to show two films to about twenty children and a few adults the last Friday in August.

Monica Sheridan conducted a story hour for the children five Monday afternoons, with an average of five children at each meeting.

Elaine Stanley substituted at the library three days in August while I was on vacation. She had worked two hours one evening to brush up on library procedure, and did very well while I was away.

Bruce Baker, director of the Regional Library from Springfield spent one morning here helping me weed the non-fiction. He advised throwing out the old fiction books that are stored in the basement. (Letter).

We have received several of the federal funded books.

Respectfully submitted. Louise O'Brien, Librarian

Gift Books.

Lima Ingalls Wilder paper backs - from pages in memory of Evelyn Page Sellers

5 Children's Book of 1800's
For display - then to Historical Society - from Israel Turner.

A neighborhood fourth Corners girl, Linda Phillips, worked about ~~two~~ four weeks but then moved to Shelburne Falls.

Report to Circuit Memorial Library Trustees

[illegible] September, 1975.

Circulation of books and magazines was 912; adult, [illegible]; juvenile, 315; and bookmobile, [illegible]. Records loaned- 69.

We received $1.84 in fines. No expense.

Elaine Stanley substituted three days while I was at Gettysburg, [illegible].

Was questioned number of persons using the library, so I kept a count as follows:

Aug. 19,	Friday-	Seniors-	[illegible]	Adults-	[illegible]	Children-	20	Total-	[illegible]
"	[illegible]	Mon.	"	[illegible]	"	20	"	[illegible]	" [illegible]
"	26	Tue.	"	1	"	18	"	19	" [illegible]
"	28	Fri.	"	2	"	19	"	16	" [illegible]
"	[illegible]	Mon.	"	2	"	13	"	17	" [illegible]

(Added two library days)

Oct.	[illegible]	Mon.	Seniors-	[illegible]	Adults-	[illegible]	Children-	25	Total 46
"	[illegible]	Tue.	"	2	"	[illegible]	"	[illegible]	" [illegible]
"	10	Fri.	"	1	"	14	"	16	" [illegible]

pg 41

Both of the library doors were before the office open so is now open. I put up a sign, and called attention to the books. They were already to take home; I called this a good way to circumvent disorder.

For October, total circulation was [illegible]. Adults, [illegible]; juvenile, [illegible]; bookmobile, [illegible]. Records, [illegible].

Received $3.13 in fines; paid out $1.20 for glue and tape.

Elaine Stanley worked two days for me while I was on vacation, Oct. 1 and 3rd.

Respectfully submitted,

Louise O'Brien, Librarian

Nov. 17, 1975.

Sept 7, 1975

The meeting was called to order with all members present.

The minutes of the June 18th meeting were read and accepted.

The treasurer reported a check-book balance of $4882. It was moved seconded and passed that we pay for the season's fuel in advance thereby saving 2¢ a gallon. The appropriation was received. Dividends from the Ernest Demarais fund are to be automatically received four times per year.

Librarian's report was read and accepted. Bruce Baker, Regional administrator of Western Regional System advised that ~~all~~ Some of the old books that haven't circulated be weeded out. It was moved seconded and passed that Colrain residents be advised that they have 1 month to pick over the books and then the remaining books will be available for the general public to pick over.

Old business: The CETA request is still alive.
We had a worker for 4 weeks this summer from the Neighborhood Youth Corps.

New Business: The front door needs attention, also oiling.
The clock was out of order for about 1 month and was fixed gratis.

The meeting was adjourned.

Respectfully submitted,
Carol Moscato
Carol Moscato, Secretary.

Nov 19, 1975

The meeting was c lled to order with 5 members present. The minutes of the 9/7/75 meeting were read and accepted.

Treasurer's report: $4029.03 check book balance. The phone company claims an over abundance of calls. If it happens again a lock will be applied to the phone.

The Librarian's report was read and accepted.

Old Business: Our CETA request is still alive. The door still needs oiling.

New Business: The dehumidifier is not working properaly. Fred and Herb will look at it to determine if it has to go to LaPierres to be fixed.

A will made by Milton Davenport last summer left us approximately $1890. We have not received it.

The meeting was adjourned at 8:40.

Respectfully subbmitted,

Carol Moscato

Carol Moscato, Secretary.

Repprt of Librarian to Griswold Memorial Library
Trustees for November, 1975.

Circulation during November was: adult books, 362; juvenile, 238; bookmobile, 194; a total of794. Fifty-three records were loaned.

We received $3.40 in fines. There was no expense. November 17 I turned in $7.00 to the treasurer.

Two high school boys dumped the flower boxes for me. I plan to plant dahlias in that soil in the spring. One of our BiCentennial projects is beautifying the town, so I hope to have more flowers around the library next year. Our flower boxes have been an inspiration to others in town.

Our little display of antique children's books given by Israel Tumin was evidently raided, because I found one was missing Monday morning. I suggest placing the remaining four in the Historical Society building. I have removed them from the table.

If the committee approves I would like to make the remaining six library days in December fine free days, in keeping with the holiday season.

The men from CETA were here this afternoon checking on the work which they hope to do this winter. They have requested that the library be closed while they are working; and that we be responsible for moving pictures, books and furniture.

Respectfully submitted,

Louise O'Brien, Librarian.

Colrain, Mass.
Dec. 15, 1975

Mrs. Lucie Sumner
Halifax, Vt.

Dear Lucie:

The trustees of Griswold Memorial Library gratefully acknowledge receipt of the endowment from the estate of the late Milton Davenport. It is evident that at some time in his younger years he must have derived some pleasure from the library's services.

There are several maintenance projects that have been discussed in the past year, but there has never been sufficient funds in the budget to complete. With the upcoming Bicentennial Year, we feel some of these projects should be done and this endowment may make it possible.

For moment this has been deposited in the bank in a so-called Building Fund, and although no decision has at yet been reached on its disposition, please rest assured that this fund will be put to a good purpose to enable the library to give good service to its many patrons for years to come.

Holiday greetings to you.

Very truly yours,

GRISWOLD MEMORIAL LIBRARY
TRUSTEES

Velma B. Aiken, Treasurer

CC: to Mrs. Patricia D. Wilson
P. O. Box 206
Mountain City
Nevada 89831

Save

Dec 17, 19~~76~~ 75

The meeting was called to order with 4 members present.

The minutes of the Nov. 19 meeting were read and accepted.

The treasurer's report was given. There is a $3840.30 balance in the checking account and all bills have been paid. Velma reported that $1898.82 from the Milton Davenport estate was received and deposited in the building fund. Velma read a copy of letter of acknowledgement sent to Patricia Benson and Lucy ~~Summer~~. Summer

The Librarian's report was read and accepted.

Old Business: Herb has greased the door.
The dehumidifier was checked and seems OK, now.
CETA men will paint ceilings, walls and redo floors.
We are requested to move pictures, books and furniture and close library while they work.
Herb will contact Hale Johnson about advisability of cleaning rotunda ceiling.

Ask men about cracks in ceiling and moving furniture.

The meeting was adjourned at 8:45.

Respectfully submitted,

Louise O'Brien

Louise O'Brien
Secretary Pro-tem.

Page 4

[illegible]

[illegible]

[illegible]

The Budget was [illegible] with a Budget [illegible]

The balance of [illegible] [illegible]

The [illegible] [illegible]

the [illegible] account and [illegible]

that $1890.32 from the Million Dollar [illegible]

deposited in the building fund. [illegible]

acknowledgement sent to Patricia [illegible]

The Library's report was read and [illegible]

The Bulletin [illegible]

The membership was checked and [illegible]

DELTA men will [illegible] halls and [illegible] floors.

[illegible]

and close library [illegible] day week.

Each week [illegible] committee [illegible] about advisability of

[illegible] roundup [illegible].

Few men about [illegible] [illegible] and [illegible] [illegible].

The meeting was adjourned at 8:40.

Respectfully submitted,

Louise O'Brien

Reg - 2 hrs Tuesday - 718.

Optical Sound Proj 395.

Supplies — 100

Window Fan - .60

Cassettes — ?

$820

10

port of Bureau

tee Reports

port of Regional Administrato

ports of Regional Staff

finished Business

w Business

April 21, 1976

The meeting was called to order with 5 members present. In addition to Mrs. O'Brien we had as guests the 2 people up for election for Trustee at the forthcoming election: Mary Schneider and Vivian Williams.

Treasurer's report: There is $2893.78 chickbook balance including $820 grant under Title L from the Library Service and Construction Act.
A bill was received from CETA for supplies

The librarian's report was read and accepted.

Committee reports: The rug in the children's room has been installed.

Old business: Re. questionnaires; what happended to the information?
The tile in the rotunda was scrubbed with acid and Herb regrouted it.

New Business: As departing chairman, Herb Saunders left some suggestions.
In the fall ask the town about snow removal for the parking lot and drive way. Note to secretary: Carry this under old business until it is needed.
Be aware of iron pin in concrete sidewalk to be used in measuring. It might get covered.
Don't let Selectmen choose contractors. The trustees should choose them.
Leak in children's room. Water come in over flashing. Will ruin ceiling. Fix this summer.
See if there is someone other than Schecterle to do it.
There was a leak in basement near door due to heavy rain.
Re: floors. Poulin quotes $200 per room for 3 coats of poly urethane
Bill Dornbush quotes $9 per hour for 2 people, $70 for estimated supplies.
Mrs. O'Brien has the estimate.

The vacuum cleaner is broken. It was moved seconded andpassed that a committee of one, Carol Moscato, purchase a Eureka model 1255A.

The meeting was adjourned 9:15.

Respectfully submitted,
Carol Moscato
Secretary.

April 21, 1976

The meeting was called to order with 5 members present. In addition to Mrs. O'Brien we had as guests the 2 people up for election for Trustee at the forthcoming election: Mary Schneider and Vivian Williams.

Treasurer's report: There is $2893.78 chickbook balance including $820 grant under Title L from the Library Service and Construction Act.
A bill was received from CETA for supplies

The librarian's report was read and accepted.

Committee reports: The rug in the children's room has been installed.

Old business: Re. questionnaires; what happended to the information?
The tile in the rotunda was scrubbed with acid and Herb regrouted it.

New Business: In departing chairman, Herb Saunders left some suggestions.
In the fall ask the town about snow removal for the parking lot and drive way. Note to secretary: Carry this under old business until it is needed.
Be aware of iron pin in concrete sidewalk to be used in measuring. It might get covered.
Don't let Selectmen choose contractors. The trustees should choose them.
Leak in children's room. Water come in over flashing. Will ruin ceiling. Fix this summer.
See if there is someone other than Schecterle to do it.
There was a leak in basement near door due to heavy rain.
Re: floors. Poulin quotes $200 per room for 3 coats of poly urethane
Bill Dornbush quotes $9 per hour for 2 people, $70 for estimated supplies.
Mrs. O'Brien has the estimate.

The vacuum cleaner is broken. It was moved seconded and passed that a committee of one, Carol Moscato, purchase a Eureka model 1255A.

The meeting was adjourned 9:15.

Respectfully submitted,
Carol Moscato
Secretary.

Report of librarian to trustees of Griswold M. Library

for February, 1976
March, 1976.

Book circulation during February, 1976 at the Griswold Memorial Library was 683 total, with 342 adult books, 171 juvenile and 170 bookmobile books borrowed. Fifty-four records went out.

During March the total was 593 total, 267 adult, 172 juvenile and 154 bookmobile books borrowed. Forty-one records went out. The lower circulation reflects the fact that the library was closed the first two weeks in March while the interior was being painted.

In February the library was closed one day by bad weather.

We took in$1.99 in fines in February; paid out $1.13 for paper towels, 1.00 and postage, 13 cents.

In March we received only 35 cents, because of library closing I didn't charge for overdue books. There was no expense.

Respectfully submitted,

Louise O'Brien
Librarian.

In February I attended a library meeting at the Public Library in Greenfield which made our library eligible to receive a grant of $820. from the Library Services and Construction Act, a federal source of library funding.

Chairman Herbert Saunders obtained permission from the town selectmen to accept the grant. It was necessary to make out a budget telling how we would spend the money; and this was approved with one correction. Orders must all be placed before June 30. Everything must be completely expended by October 20. The carpet in the children's room will be paid for by this grant. Cost of carpet- $218.

Louise O'Brien

Report of librarian to trustees of Griswold M. Library

for February, 1974
March, 1974.

Book circulation during February, 1974 at the Griswold Memorial Library was 680 total, with 347 adult books, 171 juvenile and 170 periodicals books borrowed. Eighty-four patrons went out.

During March the total was 667 total, 361 adult, 171 juvenile and 135 periodicals books borrowed. Forty-one patrons went out. The lower circulation patterns the last two months may be due to the fact that two years is being with the librarian who being painted.

In February the library was closed one day on account of weather.

We lost 1mgl. on the fines in February paid out $1.15 for paper towels, 5.00 and postage, 17 cents.

In March we received only 20 cents, because of library closing 1 day. Sorry for overdue books. There was no expense.

Respectfully submitted,

Librarian.

In February I attended a library meeting at the Ludlow Library in Greenfield which made our library eligible to receive a grant of $820. From the Library Services and Construction Act, a federal agency in Washington, Dallas.

Chairman Bennett Barclay visited yesterday discussing the time schedules to accept bid work. It was necessary to make out a budget telling how we would spend the money; and that was approved with the correction. Corners must all be placed before June 30. Everything must be completely expended by October 30. The carpet in the children's room will be paid for by this grant. Cost of carpet- $218.

Report of librarian to trustees of Griswold Memorial Library

for December, 1975.
January, 1976.

Book circulation during December totalled 703- adults, 398; children, 163; bookmobile, 142. Thirty records were loaned.

We received $1.86 from fines; and paid out $2.04- typewriter ribbon, 1.39 and postage 65 cents.

The library was closed two days because of bad weather.

Book circulation during January, 1976 was633 - adults, 320; juvenile132; and bookmobile, 181. Forty records were loaned.

We received $3.50 from fines; and paid out 46 cents for postage.

The library was closed two days this month also by the weather. Elaine Stanley worked for me one day while I was out.

Respectfully submitted,
Lonnie O'Brien

The Commonwealth of Massachusetts
Department of Education
Bureau of Library Extension
648 Beacon Street, Boston, Massachusetts 02215

May 18, 1976

Dear Librarian:

The LSCA Reference Project for the Western Region is being concluded and we are now trying to pay the final invoices. In some cases we must wait until we hear from you or until Baker and Taylor provides us with credit memos. As many of you have found out, this project proved to be too complicated for the Baker and Taylor computer to handle easily. We have run out of both time and money. You will, therefore, not be receiving any additional titles.

The buying list prepared by the Western Region personnel is an excellent selection tool for the small public library. You should consider purchasing additional titles with your own local monies in order to further improve your collection.

Sincerely,

Mary M Burgarella

Mary M. Burgarella
LSCA Project Director

MMB/bb

Report to Trustees of Griswold Memorial Library for May, '76

The total book circulation during May, 1976 was 741, with 330 adult, 243 juvenile, and 168 bookmobile books borrowed. Forty-one records were borrowed.

We received $3.73 in fines; and spent $1.35 for light bulbs.

I brought dahlia bulbs and petunia plants from home and planted them in the tire and near the sign on the lawn.

We have received the material for the children's reading club. In this Bicentennial year I felt we should have special certificates. For a story hour this year I'd like to have it on Saturday mornings from 10 to 11 a.m. This would be a good time to use our new viewer. (We have not received it.) The children are all ready asking about the program.

Respectfully submitted,
Louise O'Brien, Librarian.

June 3, I attended a meeting of the Western Regional Public Library System at Pittsfield, in the company of five other area librarians.

Report to Trustees of Colorado Springs Public Library, for May, '44

The total book circulation during May, 1944 was 7[illegible], 4[illegible] 766 adult, 4[illegible] juvenile, and 1[illegible] textbooks were borrowed. Ninety-one records were loaned.

We received $[illegible] in fines and spent $1.[illegible] for [illegible] books.

I brought radio talks and patriotic plays from home and elected them in the city and made the rounds on the lawn.

We have received the material for the children's reading club. In this bicentennial year I felt we should have special certificates. For a story hour this year I'd like to have it on Saturday morning from 10 to 11 a.m. This would be a good time to get our new clerk. We have not received it. The children are all ready asking about the program.

Respectfully submitted,

[illegible]

Note: I attended a meeting of the Western Regional Public Library Trustees at Fitzsimons, [illegible] of five state representatives.

May 19, 1976

The May meeting was called to order at 8:10 p.m. with five members and the librarian present.

The following officers were elected for the ensuing year:

Chairman - Mildred Bowen
Secretary - Vivian Williams
Treasurer - Velma Aiken
Publicity - Mary Schneider
Finance - Charles Mayer & Velma Aiken
Building & Grounds - Fred Muehl

There was no secretary's report as the nimutes had not yet been turned over by the former secretary. The treasurer's report was read and accepted with a balance of $2240.57 including $820 from the grant. The Librarian's report was read and accepted.

Under old business, Mrs. O'Brien reported that a Eureka vacumn cleaner had been purchased and was working very well.

Fred Muehl reported on his tabulated responses to the question-airres. Fifty-one were returned which was about a 12% response. The most negative responses were on the hours our library is open. Many persons wished it to be open the same days as the dump to save extra trips. Some people also requested Saturday. After a lengthy discussion, it was voted to change the hours for a trial period beginning June 7th for 4 months. The new hours will be:

Monday - 2:30 to 8:30
Wednesday - 2:30 to 8:30
Saturday - 9:00 to 12 noon

In order to get a faster turn-over of our new books, it was voted to have new books returned in 7 days, leaving old books at our regular time of 14 days.

The floors were again discussed as we now have quotes from several people. Fred Muehl will look into these and report at the next meeting.

Under new business, Mrs. O'Brien asked the trustees to look over a new book she has received entitled "The American Dream: Shadow and Substance" to see if we feel it is worth the purchase price of $25.00. The purchase of this book was unanimously approved. She has also received back the book which we had bound entitled "The Growth of Industrial Art".

Flower boxes for the front of the library were discussed. Mrs. Aiken will take them home and have her husband fill them with good soil, then purchase some plants, hopefully red, white and blue to carry out the Bicentennial theme. George Page has filled a tire with soil for flowers at the corner of the walk.

Meeting was adjourned at 9:45 p.m.

Respectfully submitted,
Vivian A. Williams
Secretary

Report of librarian to trustees Griswold Memorial Library for April, 1976.

Book circulation for April, 1976 totalled 819, of which 361 were adult books, 250 juvenile, and 208 bookmobile. Twenty-eight records were loaned.

We received $5.76 in fines from overdue books; and paid out forty cents for magic tape.

Elaine Stanley substituted for me one hour while I attended a funeral April 21.

Carol Moscato bought the new vacuum cleaner for the library, and delivered it in the box. The Donelson boys took it home to assemble it, and are making good use of it in cleaning the library.

George Page has filled a tire with dirt on the corner of the library walk for us to use for flowers . We also want to have a display in the four window boxes as usual. For the BiCentennial we should try to have a beautiful flower arrangement.

We have placed the order for the Audio-visual projector and have received a large order of supplies to be paid for from the Federal grant. This includes Plastic book covers, shelf cards and book cards, which should last a year.

Respectfully submitted,

Librarian.

June 16, 1976

The June meeting was called to order at 8:20 p.m. with three members and the librarian present. Mary Schneider acted as Chairman in the absence of Mildred Bowen.

The Secretary's report was read and accepted. The Treasurer reported a balance of $1771.43 which still includes some of the grant money.

The Librarian's report was read and accepted. She also reported on plans for the summer reading program and showed us special bi-centennial certificates for the children.Mrs. O'Brien read a letter from the LSCA Reference Project stating they had run out of money so we will not be receiving all the books we had ordered through this grant. It is unfortunate the money ran out but we are grateful for the books that were received.

Under old business, in order to collect on the grant we have been awarded, everything has to be ordered by the end of the month. The floors have been done at a cost of $261 for labor plus supplies and really look beautiful. The library was closed for two days in order to get this project accomplished. Making our new books 7-day books has not been working out very well so far as nobody is taking them out. People seem to feel they can't read a book in 7 days but we will continue to try this out for the summer.

Under new business, Mrs. O'Brien will be taking her vacation from July 11 to 21st and Elaine Stanley will fill in for her. Hopefully we can get a Youth Corp worker during the summer to wash windows and carry old magazines, etc. down cellar. Mrs. Bowen's granddaughter, Ann Bidlak, is interested in the job and she would also be able to help out with the children's program.

Next meeting will be September 15th. Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Vivian A. Williams

Secretary

[illegible] 16,

[illegible] was called to order at [illegible]

[illegible] Mayor [illegible].

[illegible] Mayor's report was read and accepted. [illegible] of [illegible] which will take place at the end of the month.

[illegible] Mayor's report was read and accepted. [illegible] the current [illegible] the current results [illegible] and showed an overall [illegible] [illegible] for the coming year. [illegible] read a letter from the [illegible] Department which out of money so we will not be [illegible] all the books we had ordered [illegible] month. [illegible] distribute the money [illegible] out but we are grateful for the books that we received.

[illegible] said, in order to collect on the [illegible] we have been [illegible], everything has to be ordered by the end of the month. [illegible] have been done a lot of [illegible] for [illegible] and [illegible] Library Committee. [illegible] Library was closed for two days in order [illegible] modern conveniences. [illegible] our new book drop [illegible] just [illegible] without [illegible] out [illegible] so far as money is coming [illegible] people seem to feel they can't read a book in 7 days but we will [illegible] to try [illegible] for the summer.

[illegible] said, Mr. [illegible] will be taking her vacation from [illegible] and Mrs. [illegible] Bunday will fill in for her. Generally we can get a [illegible] work during the summer to wash windows and [illegible] painting, etc. [illegible] cellar. [illegible] Cowan's [illegible] [illegible], Mrs. [illegible] is interested in the job but is worried also as she is [illegible] with [illegible] children's programs.

[illegible] will be [illegible] Lyta. Letter acknowledged at [illegible].

[illegible] unanimously.

August 9 1976

To Whom It May Concern

Please accept my resignation from the Board of Trustees of Griswold Memorial Library effective this date August 9 1976

I've enjoyed the association with the members of the board and hope that I have helped in some small way. Thank you

Sincerely

Mildred Bowen

Report tp Griswold MEmorial Library Trustees for June, July andAugust, 1976.

Book circulation during the summer months was as follows:

June-	adult	287 ;	juvenile-	148;	bookmobile-	232;	records	26.
July-	"	304	"	273	"	186	"	19.
August-	"	377	"	376	"	209	"	28

The Saturday hours have not been used by many patrons; and the circulation on that day has dropped below the Friday figures. We had hoped the children would patronize the library that day, but it hasn't worked out, even with the story hour and the new projector. We dropped the story hour after three weeks because the children did not attend. (They prefer children's programs on TV, one mother explained.)

We took in for fines as follows: June - 3.08 ; 2.61 for July; August - 3.02. We paid out:July- Pictorial History of Town of Montague-3.50; 2 magic tape 1.06, total 4.56. In August we spent for paper towels and tissue- 1.40; for prize book .49 and candy for children's party 2.62, a total of $3.00, for party and month's total 4.53, which included postage.

Seventeen children participated in out summer reading program, with eight earning certificates. This is a smaller number than previous years, but the Regional Library people say many libraries have dropped the activity completely for lack of interest. We used the new projector for the first time at this closing program on Monday evening. It was most satisfactory. I borrow the cassettes from Springfield. Prize books went to Susan Lynch and Travis Root; everyone had candy. There were fifteen children and several adults present.

June, July, August

Elaine Stanley substituted for me while I was on vacation in July; and two days in August.

The Colrain Bicentennial Commission used the library for Monday night meetings during the summer.

One Tuesday in August I opened the library to entertain three lady visitors from Coleraine, Ireland. They were visiting relatives in Springfield, who drove up here; and they were very pleased to visit the library, taking pictures, etc.

We received the following from the federal grant: Rug - 218. ; Window fan - 59.95 ; book supplies (jackets, cards, etc.) - 108.35; and technicolor projector - 422.11. making a total of $808.51. The remaining $11.49 must be spent this month.

Respectfully submitted,

Fannie D. Bacon

Librarian.

September 15, 1976

The September meeting was called to order at 8:10 p.m. with four members and the librarian present.

A letter of resignation from the Board was read from Mrs. Mildred Bowen. The Selectmen as yet have not appointed anyone to fill her unexpired term. Mary Schneider was elected Chairman.

The secretary's report was read and accepted. The treasurer's report was read and accepted with a balance of $5500.08 which includes the town appropriation received in July. The librarian's report was read and accepted.

Under old business, the projector has been received and the children seem to enjoy it very much. The bills for the supplies for sanding the floor were discussed at length. After all the final bills are in, the total for the floors came to almost $400 for labor and supplies. All of our grant money has now been spent except for $11.49 which must be spent this month. Motion was made and carried that we go back to two weeks on our new books as the 7-day idea did not work out.

Under new business, the substitute librarian has not been receiving the minimum wage. Motion was made and carried that she be paid at the rate of $2.30 per hour. Motion was also made and carried that we give the librarian a 25¢ an hour wage increase.

Mrs. O'Brien had a copy of "A Pictorial History of Greenfield" for us to look at and see if we wished to purchase. Motion made and carried not to purchase the book as it did not seem worth the $8.00.

Discussed the problem of snow removal and also the appearance of the grounds this past summer. Fred is going to talk with the Selectmen about having the town do the plowing and also see if they will do anything about the grass mowoing.

Motion made and carried that the librarian do some research and prepare a brief history of the library, specifically advising how the library got started, what the paintings on the walls are, and any other important details.

Next meeting will be October 20th. Meeting adjourned at 9:20 p.m.

Respectfully submitted,
Vivian A. Williams
Secretary

TOWN OF COLRAIN

MASSACHUSETTS

01340

FROM THE OFFICE OF

10/7 19 76

Hi Vivian,

A. Hale Johnson has been appointed a Library trustee to replace Mildred. Please notify him of future meetings.

Many thanks

Judy

Report of librarian to Griswold Memorial Library trustees
for September, 1976.

The monthly circulation of books has dropped off now that youngsters are back in school, where library books are available. Also several readers have returned to the city for the season. Circulation was adult books- 319; juvenile- 214; bookmobile-214; a total of 759. Twenty-three records were borrowed.

We took in $2.96 in fines for overdue books; and paid out forty-five cents for postage. (I had used up available envelopes.)

We have received a gift book on fishing in memory of Amos Cusson from his family. Many paperbacks and used books have been donated. Some of these I have passed on to the bookmobile.

Elaine Stanley worked one Saturday while I was away. The number of patrons using the library on Saturday is still very poor.

We have sent in the sales slips and forms to complete the requirements for the federal grant.

Respectfully submitted,

Louise O'Brien
Librarian.

Note: October 14th. I attended a meeting of area librarians in Heath.

542-0210 GEORGE J. GLOSS EVENINGS 969-4347

BRATTLE BOOK SHOP

America's Oldest Continuous Antiquarian Bookshop

5 WEST STREET • BOSTON, MASS. 02111

July 27, 1976

Ms. Louise O'Brien
Griswold Memorial Library
Main St.
Colrain, Mass.

Dear Ms. O'Brien:

During the past several years the Brattle Book Shop has assisted area libraries by purchasing discards and out-of-use periodicals. This service has alleviated space problems and provided revenues for new acquisitions to meet the needs of growing modern libraries.

Lately we have noticed an increased desire on the part of institutions to use our service, and to facilitate this demand we have increased our warehouse space and our personnel to more conveniently accommodate libraries.

We would like to assist you in any way, so feel free to call us at 542-0210, and we are confident that the space vacated by your unused books or magazines will be put to good use by the purchases realized from this new source of income.

Sincerely,

George Gloss

George Gloss

MALDEN PUBLIC LIBRARY

MALDEN — MASSACHUSETTS 02148

December 31, 1975

Mr. George J. Gloss
Brattle Book Shop
5 West Street
Boston, Ma. 02111

Dear Mr. Gloss:

We had ambivalent feelings about parting with some of our old periodicals...most librarians are "pack rats" at heart, but you made the whole transaction a pleasure.

In addition to giving us the best offer for our magazines, you made the parting 'sweet sorrow" because we knew that they were going to someone who would value them as much as we and who would be sure that they would find their way to someone who appreciated them.

It is always a pleasure to see you, to talk with you and to deal with you. We look forward to doing business with you for years to come.

Sincerely,

Dina G. Malgeri

Dina G. Malgeri,
Director

DGM:t

The Medford Public Library

MEDFORD, MASSACHUSETTS
02155

FRANK LAVINE
DIRECTOR

January 6, 1976

Mr. Kenneth Gloss
Brattle Book Shop
4 West Street
Boston, Mass.

Dear Ken:

Thank you and your crew for the prompt and complete removal of all the periodicals. Not only were the persons you sent fast but they were also neat and attentive.

I am pleased with the way you have conducted the whole operation from the initial bid to the removal of the materials.

I would be pleased to recommend the Brattle Book Shop to any Library wanting to weed its book or periodical collections.

Please consider this a bill of sale for all the materials on the list that you bid on.

Very sincerely,

Frank Lavine

Frank Lavine, Director
The Medford Public Library

L/w

HARVARD UNIVERSITY
GRADUATE SCHOOL OF EDUCATION
MONROE C. GUTMAN LIBRARY

APPIAN WAY
CAMBRIDGE, MASSACHUSETTS 02138

23 January, 1976

George Gloss, Prop.
Brattle Bookstore
Boston, Mass.

Dear George,

It gives me great pleasure indeed to take this opportunity to tell you exactly what I think of you and your bookstore.

With regard to yourself, you are unquestionably one of the most knowledgeable of bookmen. Further, in all your dealings with me, both as a representative of Harvard University and on a personal level, you have always been fair, scrupulously honest and fully above board. The service that you have given has always been prompt and courteous - something that librarians find more difficult to obtain from bookdealers with each passing day.

The bookstore itself - what can I say? It is clearly the high spot of any intelligent being's trip to Boston. One is quite apt to find anything from great rarities such as original manuscripts to current paperback editions of the Adventures of Sherlock Holmes.

As far as the staff - always kind, cheerful and very helpful (even to the point of being organized). This tradition of service and individual attention is something that is hardly ever experienced in operations of similar large size and outstanding quality.

~~In short~~ ..... ~~many~~, many thanks for your years of pleasure and service. Long may you wave .....

Fond regards,

Daniel Posnansky
Associate Librarian,
Harvard Graduate School of Education

SIMMONS COLLEGE
300 THE FENWAY
BOSTON, MASSACHUSETTS 02115

THE COLLEGE LIBRARY

January 26, 1976

Brattle Book Shop
5 West Street
Boston, MA

Dear Mr. Gloss,

Over the past years the Simmons College Library has certainly benefited from the service that the Brattle Book Shop has given us in the evaluating of and payment for discarded volumes from the College Library.

Your visits have been prompt, your payments reasonable and your willingness to spend time looking at our collection has been most helpful.

As we proceed with the reclassification of the Library I know we can look forward to the assistance given us by your fine service.

Sincerely yours,

Dorothy C. Senghas

DOROTHY C. SENGHAS
Director of Libraries

DCS/vm

GRISWOLD MEMORIAL LIBRARY
P. O. Box 33
Colrain, Mass. 01340

October 21, 1976

Mr. George Gloss
Brattle Book Shop
5 West Street
Boston, Mass. 02111

Dear Mr. Gloss:

Thank you for your letter of July 27th regarding purchasing discards and out-of-date periodicals.

The Board of Trustees has voted to have you come and take a look at what we have available and make us an offer. The library is open on Monday, Wednesday and Friday from 2:00 to 8:00 p.m.

Please contact Mrs. Louise O'Brien, the librarian, to set a date that is mutually satisfactory.

Sincerely,

Vivian A. Williams
Secretary

October 20, 1976

The October meeting was called to order at 8:10 p.m. with six members and the librarian present.

The Board of Selectmen have appointed A. Hale Johnson to fill out the unexpired term of Mildred Bowen and we are glad to welcome him to the Board. It was also nice to have Mr. Mayer back again after his lengthy illness.

The secretary's report was read and accepted. The treasurer's report was read and accepted with a balance of $4,084.42. The treasurer also reported that our application for the state grant has been made out and sent in. The librarian's report was read and accepted.

Under old business, discussed the four-month trial period of having the library open Saturday mornings. As very few patrons seem to be taking advantage of this, motion was made and carried that we return to the old hours on Monday, Wednesday and Friday. Fred reported that he had met with the Selectmen and that the town will plow the driveway and parking lot this winter. Discussed putting up the "No Parking" sign out front. Motion made and carried that we purchase two signs indicating that there is parking in the back. Fred is going to order these. **

Under new business, Mrs. O'Brien reported there is a grant available for visually and physically handicapped persons. She has applied for a grant to purchase large print books. Mrs. O'Brien also reported that there is material available from the Dairy & Food Council in Springfield if we can get them picked up. Available are a bell collection, a doll collection, and a model dairy farm. She will look further into this and arrange to borrow them for a time if possible. A letter was read from the Brattle Book Shop in Boston looking for discarded books and out-of-date periodicals. Motion made and carried that the secretary write them and invite them to come and look over what we have available. Mrs. Shirley Byron has been appointed a member of the Book Committee.

Next meeting will be November 17th. Meeting adjourned at 9:05 p.m.

Respectfully submitted,
Vivian A. Williams
Secretary

** Mrs. O'Brien has written a short history of our library which the Chairman read us. It was very well written and informative. Fred will look into the cost of having this printed and report back at the next meeting.

December 15, 1976

The December meeting was called to order at 8:15 p.m. with four members present. No meeting was held in November as we did not have a quorum present.

The secretary's report was read and accepted. The treasurer's report was read and accepted with a balance of $3,814.27. The librarian's report was read and accepted.

Under old business, we discussed a bill for snow removal for last winter from George Page. Decided to hold off paying the bill until Fred can check on it. Fred reported that parking signs have been ordered and should be here soon. Have had word from the Dairy and Food Council that the doll collection and model farm are available during the month of February. Motion made and carried that if the librarian wishes to pick these up, the Trustees will pay her mileage to do so.

Under new business, Velma mentioned that it is budget time again and as Charlie is on the committee with her, she will call him and they will work out a budget for next year. Motion made and carried that the librarian make out a list of duties that are expected of the custodian, to see if this will result in a little better job. An application form has been received for a grant for children's puzzles and games. It was the feeling of the Board that this library is not set up or equipped to handle such children's programs. Motion made and carried that the librarian write the regional office thanking them for keeping us in mind but that we do not wish to participate. As the chairs around the conference table are scratching up the new floor badly, motion made and carried that Fred purchase gliders for the chairs. He will also purchase some new light bulbs at the same time.

Next meeting will be January 19, 1977. Meeting adjourned at 9:30.

Respectfully submitted,

Vivian Williams

Secretary

Report of Librarian to Trustees of Griswold Memorial Library for October. 1976.

The total book circulation was 652; and 22 records. Adult books were 243; children's 215; bookmobile 198.

We received $1.90 in fines; and paid out $2.00 for carbon and typewriter paper. I've used the extra stamps for postage.

We have been using the new projector two or three times a week. At first I ordered the films from the Springfield bookmobile office, and returned them by mail. But now I have to pick them up in Greenfield, and return them there because of the postal strike. The children enjoy them.

Shirley Byron is willing to become a member of the book committee. We should have one or two more members, because Mrs. Pennegar is away through the winter. The Schneiders and Althea Caswell are very faithful; and Charles Mayer and Mary Jane Brown attend as often as they are able.

Respectfully submitted,

Louise O'Brien

Louise O'Brien, Librarian.

Report to Griswold Memorial Library Trustees for Nov. 1978

Total circulation of books at this library during November was 690. Of these 287 were adult; 203 juvenile ; 200 bookmobile. Thirty-one records were borrowed.

We took in $4.94 in fines; and paid out for magic tape .53 and for notebook .41, making a total of 94 cents.

The icy conditions of the driveway and parking lot are extremely hazardous. If the town is going to plow, could the highway workers also sand? Last year George did it, but he won't this year as long as he doesn't have the plowing job.

Also I want to remind Fred that we need new light bulbs for the large light. Herb always took care of this; he can tell you where to buy them. The bulbs around the rotunda need to be replaced also.

A good number of young people are using the library for study and reference, although they don't always take out the books.

Respectfully submitted,

Lonnie O'Brien

Librarian.

Report to Trustees of Griswold Memorial Library
for December, 1977.

Total circulation of books during December was 621. Of these 320 were adult; 127 juvenile and 174 bookmobile. Fourteen records were borrowed.

We received $2.25 in fines. Christmas week and until after New Year's were fine free days. We paid out 80 cents for paper towels.

Elaine Stanley worked two days for me when I was out because of a funeral and because of illness. Mary Schneider came down one day when my car was in the garage. Elaine will be unable to substitute from now on because she has a part time job in Greenfield.

Herbert Saunders came to the library when the heat went off to adjust the furnace and start it again. He also took the book cart home and glued it- one side had fallen off.

Respectfully submitted,

[illegible]

March 21, 1973

The minutes of the January 17, 1973 meeting were read and accepted.

There were six members present.

Officers were elected as follows:

Chairman: Herb Saunders

Treasurer: Velma Aiken

Secretary: Carol Moscato

Re: Book Committee. It was suggested that student or students be appointed to it.

Building committee: Herb Saunders, Fred Muehl

Finance committee: Velma Aiken, Fred Muehl

Finance report: 3/1/73

Checking: 2105.93

Cash: 18.74

The treasurer reported all bills paid.

A letter was written to the Kendall Co requesting a contribution in memory of Mr. Griswold for the book plates. Kendall advised that something will be forthcoming.

There was no librarian's report.

Old Business

The selectmen have been reluctant to put the library steps out for bid so Fred Muehl is going to write a spec. to present to selectmen as money has already been appropriated.

It was moved and seconded that a letter be sent to Mr. Clint Gray thanking him for his support in getting the appropriation. passed

Mr. Saunders said he will check on the foundation of the steps.

Asking the 4-H to come and help pick up trash and wash the windows was discussed. Also possibly paying the janitor extra to wash the windows.

Mrs. O'Brien is unofficially going to approach Albert Galapault about being janitor.

There has been trouble with the furnace and it was suggested to have a circuit breaker put in.

It was moved & seconded that Article 2, Section 2 of the by-laws be amended by striking out the words "month of February" and substituting

"shall be held at first meeting after--" Passed.

It was moved and seconded that former chairman, C. Mayer, write a letter to Audry Brown thanking her for being secretary for the past 6 years. Passed.

The trustees voiced appreciation to C. Mayer for being chairman..

Fred Muehl brought up the subject of the statewide library cards. He will look further into it.

New Business

National Library week is April 8-14. The program for Open House on April 12 was discussed and the following decided.: First choice--M M Landress, author of "I Made It Myself". Second choice--Slides of England and Ireland. Third choice--dispense with program.

If program is to be held, Mrs. Bowen volunteered to make cookies and the coffee, milk, and sugar will be provided by the men.

Fred Muehl suggested posters to advertise the program if one is to be held.

It was moved and seconded that a 6 foot aluminum step-ladder be purchased, Passed.

The meeting was adjourned at 9:15PM

Respectfully submitted,

Carol Mosert

April 18, 1973

The meeting was called to order with 5 members present.

The minutes of the March 21, 1973 meeting were read and accepted.

There was no finance report

The librarian's report ~~[illegible]~~ for March 1973 was read and accepted.

There were no committee reports.

Three people were named for the book committee subsequent to their accepting: Sandi Coombs, Judy Blaisdell and Vicky Coutu

OLD BUSINESS

Fred Muehl said that selectman, James Cromack put the library steps out for bid to be fixed.

Shirley Donelson advised that the 4-H girls will scrub the library windows.

Herb Saunders will contact the fuel oil company to put a circuit breaker in the furnace.

Chas. Mayer brought in the letter of thanks to Audrey Brown for all the trustees to sign.

NEW BUSINESS

A letter was received from the Commonwealth advising of a $1000 grant for 1973.

Several memos were received to join various library groups, denied.

It was moved, seconded and passed that Herb inquire into the cost of refinishing the floors.

It was moved, seconded and passed that we ~~[illegible]~~ have installed professionally an indoor-outdoor non-flamable carpet in the children's reading room. Mildred Bowen was appointed to look into cost, design and colour.

One of the children's bookcases is falling apart and will have to be renailed.

A mat was suggested for the vestibule: 38 x 6' ½" think.

Meeting was adjourned.

Respectfully submitted
Carol Muscato
Secretary

May 16, 1973

Before the meeting was opened, Selectman, James Cronack, was heard from. The work on the library steps was discussed. He also answered several questions as follows: "Who are the library trustees responsible to?" The people at the town meeting. "When the town appropriates a certain amount of money for a special job, who is in charge of the money?"

The meeting was called to order with all members present. The minutes of the April 18, 1973 meeting were read and accepted.
The treasurer's report was read and there is a total of $8022.93 in the checking account. We received the town appropriation Jan 1973-June 1974 in the amount of $4800. $3200 we requested and $1600 State aid and dog tax.
The librarian's report was read and accepted.
Report from the rug committee: Mrs. Bowen suggested that we have the floors refinished first as that will cause a lot of dust and mess up the rug.
Old Business: Mr. Saunders found out that a circuit breaker for the furnace would not be practical as it would have to be manually reset. Fred Meuhl suggested a slow blow fuse and will see to it.
The step ladder was bought.
The 4-H boys and girls came Saturday, May 5, to clean the windows. A letter was sent to them thanking them. They have volunteered to do them again in the future.
There appears to be a possibility that the State bi-centennial commission may pay part of the cost of sprucing up historical buildings and it was suggested that we hold off on big projects until we find out.
Mr. Bowen was thanked verbally by the trustees for fixing the library sign on the front lawn. Thanks were also tendered to Mr. Mayer and Mr. Saunders for fixing the children's bookcase.
We are going to order the book plates and any contributions from Kendall and others will be deposited towards them. Announcements were out in the Advocate and Greenfield Recorder asking for contributions.
Re State library card. We were advised that it would be at least 1 or 2 years

Before the meeting was opened, Malcolm Jones Chairman, was heard (1:00).
He used an ice library which had disappeared. He also mentioned several
questions of failures. "Can any the library members recommendation for"
the people on the town machine. "When the town structurizes a certain
amount of money for a special job, who is in charge of the money?" [illegible]

The meeting was called to order with all members present. The minutes of
the April 19, 1971 meeting were read and approved.
The treasurer's report was read and there is a total of $2742.91 in the
checking account, we received the same appropriations Jan 1971-June 1971
in the amount of $4'00. $2500 we requested and $1600 State aid and dog tax.
The library's report was read and accepted.
Before Item One the committee, Donna Mcmillan, had an idea the library
painted first so dust will cause a lot of dust and mess up the rug.
Lil Hallmark, [illegible] a school teacher for the Tuesday
would not be practical as it would have to be monthly fees. Fred Hanni
suggested a slow flue and will see to it.
The step ladder was bought.
The 5-6 boys [illegible] STANDAY, [illegible] a [illegible]. A letter
was sent to town [illegible]. They have volunteered to do some work in the
fire [illegible].
Fred appears to be a possibility that the State bi-centennial commission
may help at the back of repairs in historical buildings and it was
suggested that we send off to his website until we find out.
Mr. Hanni was thanked verbally by the librarian for fixing the library sign on
the front lawn. Thanks were also tendered to Mr. Alpert and Mr. Donahue for
fixing the outhouse's boxcase.
We are going to change the lower photos and put substitutes from Kendall and
Hayes will be [illegible] [illegible]. Accessories were put in the advertis
and Quarterly monthly notice for substitutions.

efore they will be put into effect so we will do nothing now.

N??B??R??S??I??2?S?R??

It was moved & seconded that we accept the repairs to the library steps as is.
The motion was passed 4 to 2.

New Business: It was moved, seconded and passed that we have Harold Temple fill the four flower boxes for the front of the library

It was noted that the ground sunk where the septic tank was put in and also that there were ruts in the back of the library to be filled in. Fred Meunl will talk to the selectmen about some loam from the town.

It was noted that the winlows need to be reglazed and the frames and rear entrance have to be painted. Also the paint on the balconies has to be chipped off, primed and repainted. F. Mueno suggested getting a student to do this during the summer. Mr. Saunders said that he will retar the tin roof on the rear entrance.

It was moved, seconded and passed that we hire Harold Temple at $2.50 an hour to sand the whole floor with the book cases moved.

A parking lot for the library was mentioned.

The meeting was adjourned at 9:40

Respectfully submitted,

Carol Muscato,

Secretary.

July 25, 1973

The meeting was called to order with all members present.

Minutes of the May 16, 1973 meeting were read and accepted.

The treasurer's report was read and there is $6913.56 in the checking account. $100 was received from Kendall Company for the bookplates.

There was no library report.

Old Business

Re. Bi-centennial. If the restorations have nothing to do with the revolution the state is not interested but F. Muehl says that it's not a dead issue and to hang in.

A letter is to be sent to Mr. Clark thanking him for painting the railings.

A letter is to be sent to Kendall Company, att: Geo. Bates. thanking them for their contribution.

Mr. Temple is to be contacted again re. the floors. It was suggested that we get a non-slip wax for the tiles.

New Business

There is a book on the Griswold Mfg. co also picutres and notes on same in the safe at the mill. Mr. Richardson wishes to present them either to the library or the historical society. It was moved, seconded andpassed that we accept the notes, etc. gathered by Geo. Richardson while manager of Kendall concerning the Griswold Memorial Library and if the historical society voices interest they will be loaned to them.

Mr. Saunders will frame the deed for the library land to be hung in the library.

It was proposed to paint the edges of the 10 black steps in front of the library and F. Muehl volunteered to get yellow paint.

It was moved, seconded andpassed to table the discussion of book clubs until Mrs. O'Brien is present

Re. parking lot. It was decided to have a 10 car lot. F. Muehl said there might be draining problems and he was going to make an appointment for the Soil Conservation Service to come, look over the area and make recommendations.

The meeting was adjourned.

Respectfully submitted.

Carol Summers

Secretary

September 19, 1973

The meeting was called to order with all members present.

The minutes were read and accepted.

The treasurer's report was read. The checkbook balance was $6419.83. The term deposit at the bank has been converted to a higher interest rate.

The librarian's reports for the past few months were read.

Old business

Re. windows (sashes and frames) repairs will be held off for another season

The slow blow fuse has been taken care of.

Re. floors. Mr. Temple will be contacted again.

Parking lot. A letter was sent to Wm. Warren, dist. conservationist. He came,&took soil samples ~~and~~. A sketch was received regarding drainage. It was proposed to use present driveway and make sidewalk from lot to front walk. It was also proposed to use pea stone in the parking lot instead of blacktop.
It was moved, seconded and passed that we use present driveway and create parking lot behind building for no more than 10 cars and create a walkway from said driveway to front walk. Said parking lot and walkway shall be gravel based and pea stoned.
Herb Saunders, Fred Muehl and Chas Mayer will draw up a layout to be presented to town fathers.

It was moved seconded and passed that we continue ~~[illegible]~~ our present policy of buying books.

New Business

It was moved seconded and passed that books seldom used be put down in stacks in the basement and saved.

The meeting was adjourned.

Respectfully submitted,

C Moscato

Secretary.

October 17, 1973

The meeting was called to order with 5 members present

The minutes were read and accepted

There was no treasurer's report as the auditors have the books

The librarian read her report.

Old Business Parkinglot. Two contractors were contacted and there has been no response yet. As it is getting too late in the year it was moved, seconded and passed to table the parking lot project until spring.

Mr. Temple will be contacted again.

A letter is to be sent to Wm. F. Warren, US Soil Conservation Service thanking him for his help with our parking lot project.

New Business We were notified of the Massachusetts Library Trustees annual meeting. NO one was interested.

The meeting was adjourned at 8:30

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary

January 16, 1974

The meeting was called to order with all members present.

The minutes were read and accepted.

The treasurer's report was read. As of December 31, 1973 the balance on hand was $5619.86. The same amount was requested for appropiation as last year, $3200 plus state aid for $1000 plus the dog tax.
It was moved, seconded and passed that we deposit $2000 in a building fund.

The librarian's reports for the past 3 months were read and accepted.

Old Business: The town auditor has informed the trustees that town employees are not covered under social security so we are not in violation of the law.

The refinishing of the floor was discussed.

New Business: It was moved, seconded and passed that we purchase salt for the front walk.

It was moved, seconded and passed that we apply to the town to have the walkin front of the library cleaned of snow.

It was moved, seconded and passed that we purchase clear book covers, amount 500.

The meeting was adjourned at 9:35

Respectfully submitted.

Carol Moscato

Carol Moscato
Secretary.

February 20, 1974

The meeting was called to order with all members present.

The minutes of the January 16th meeting were read and accepted.

The treasurer's report was read. There is $3154.87 on hand. $2000 has been transferred to the John G. Thompson Building Fund.

The librarian's report was read and accepted.

Old business: The bookcovers are on order.
The salt for the front walk has been purchased

The trustees have authorized Herb Saunders to get an estimate on the parking lot to present to the Town Meeting.

New Business: It was moved, seconded and passed that we purchase a flag and pole.

It was suggested that we try to completly restore the library by 1976. At the next meeting Fred Muehl is at, a capital improvements plan will be formulated, which will include the following:

Lighting
Lawn
Landscaping
Floors (linoleum vs. refinishing)
repainting
Capital equipment
Parking lot
Chisled busts of trustees
Additional space in basement

It was suggested that basement be used as a community room.

Meeting adjourned at 9PM

Respectfully submitted.

Carol Moscato

Meeting adjourned at 9PM

Respectfully submitted,

March 20, 1974

The meeting was called to order with 4 members present

The minutes of the Feb. 20 meeting were read and accepted

Treasurer's report: $2814.48 on hand

The librarian's report was read and accepted. Mrs. O'Brien commented that the State Aid Bill is in Ways and Means Committee if anyone wanted to write their representative. She announced a meeting at the Mohawk Resource Center. April 21-27 is National Library Week.

Old Business: The flag and pole were purchased for $75.

2. The book covers were received
3. Hillman estimated the parking lot to cost $3280. The Town of Colrain agreed to consider $2500 and the town crew will do the work.
4. The Community room was discussed but the decision will be held off until entire membership is present.
5. The lock on the front door has been repaired. by Herb.

New Business: The cornices have to be inspected for leakage.

2. It was moved seconded and passed that we raise the hourly pay of the librarian to the sum of $2.25.
3. It was moved seconded and passed that we raise the hourly pay of the assistant to $1.50.

The meeting was adjourned.

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary.

April 17, 1974

The meeting was called to order with 4 members present.

The minutes of the March 20 meeting were read and accepted.

There was no treasurer&s report.

The librarian's report was read and accepted. Mrs. O'Brien requested a wire rack to display our paperback books.

Old business: The cornices were mentioned again.

CAPITAL IMPROVEMENTS PLAN

For fiscal year 1976:
- Parking lot (oil & stone)
- Walks (oil & stone)
- Low sidewalk lights on all sidewalks
- Flood lights aimed into parking lot
- Snow blower
- Floors refinished
- Rug for kid's room

For fiscal year 1977:
- Look into art student to restore rotunda dome, starting in Sept 1974
- Repaint wall and trim
- Drapes for windows
- Patch and paint ceiling

New business: It was moved, seconded and passed that Mrs. O'Brien and Carol take care of the four window boxes this year for under $25.

The meeting was adjourned at 9:15

Respectfully submitted

Carol Moscato

May 15, 1974

The meeting was called to order with 4 members present.

Officers and committees ~~were~~ are as follows:

Chairman: Herb Saunders
Treasurer: Velma Aiken
Secretary: Carol Moscato

Finance committee: Velma Aiken
Fred Muehl

Buildings committee: Herb Saunders
Fred Muehl

The minutes of the April 17 meeting were read and accepted

The treasurer reported that we have a check book balance of $2159.18
We are getting $1000 from State Aid.

The librarian's report was read and accepted.

Report from the flower committee: The flowers will be gotten by Mrs. O'Brien and Carol Moscato and will be put in the boxes the last Friday in May.

Old Business: A letter was sent to Mrs. Russell thanking her for the drawings.

Herb will look for someone to fix the cornices.

New Business: It was moved, seconded and passed that we give Mrs. O'Brien $4.00 for transportation for the Library Administration's annual meeting for 1974 in Boston.

Mrs. O'Brien requested that we write to J. Healy and J. Olver asking their support for the bill ~~to~~ for funds to keep the bookmobile in Western Mass.

A t the next meeting bring up fact of expenses for librarian on library business. Also bring up dues for Library Assn. or our librarian.

The meeting was adjourned 9PM

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary

June 19, 1974

The meeting was called to order with all members present.

The minutes of the May 15 meeting were read and accepted.

The treasurer's report was given. There is a checkbook balance of $1930.70. The building fund has approximately $2500.

The librarian's report was read and accepted.

Let it be written into the records that Sect 11. Chapter 78 of the Mass general laws states: Library trustees are an autonomous group and may extend all monies raised or appropriated as they see fit.

Old business Cornices: Fred is looking into writing a spec.
Re.cornices
~~/////////~~ It was moved, seconded and passed that the building committee be authorized to write a spec and to go to bid when written.

Parking lot: Fred is going to write a "memorandum of understanding" with the town.

It was moved, seconded and passed that we allow the librarian milage of ~~$10~~ $.10 a mile while attending to Library Association business.

New Business: Mass/Comet advised upping insurance. It was moved, ~~seconded and~~ seconded and passed that if the amount is $50,000 or over we leave it as it is. If not we up it to $50,000.

Memo At the next meeting when all members LIBRARIAN are present, the functions of the book committee are to be brought up

Meeting was adjourned.

Respectfully subbmitted,

Carol Moscato

Carol Moscato, Secretary

August 7, 1974

A special meeting of the Trustees was called to order by Fred Meuhl due to the absence of the Chairman, Herb Saunders. There was a quorum present.
The purpose of this meeting was to open the bids for the parking lot.

The only bid received was from S & T Trucking, Whately, Mass. 01093 (PO Box 151) for a total of $3634. This was broken into two parts:

Preparing site	$2393
Finishing with peastone & asphalt	1241

The bid met the spec.

The bid also included removing concrete drive and replacing sidewalk at new drive way and restoring all that was disturbed during construction.

It was moved seconded and passed that we accept the bid from S & T Trucking.

Fred will contact the state in reference to driveway alteration permit.

Re: Painting windows.

Two bids were received: $700 from Couture Bros. Turners Falls
$625 from Irving J Milewski, So. Deerfield

The painting will be shelved until next year due to the drain on our building fund by the parking lot. The above two bidders were notified of this and asked to submit bids next year if they wished.

Fred will arrange contract with the Town Council for the S & T Trucking.

Respectfully submitted.

Carol Moscato

Carol Moscato
~~Secretary~~ Secretary

Sept 18, 1974

The meeting was called to order with 6 members present

The minutes of the 6/19 meeting were read and accepted
The minutes of the Aug 7 meeting were read and accepted
Treasurer reports all bills paid up to date. There is $4277.96 in the checking account

There was no librarian's report

Old business: Re parking lot. Permission to go ahead given. Parking lot to be started within one week

New business: It was proposed that a questionnaire be sent to the town people regard ng use of library, etc
Fred is going to look into the cost of mailing.

Meeting adjourned.

Respectfully submitted,

Carol Prescott

Secretary.

October 16, 1974

The meeting was called to order w/4 members present.
The minutes of Sept 18 were read + accepted

There was no treasurer's or ~~librarian's report~~
librarian's report given
It was moved, seconded + passed (MSUP)
that we accept Mary Jane Brown on the book committee

Old Business

Fred will contact S+T trucking & get construction speeded up.

It was estimated that it would cost about $100 to get library questionnaire to + from townspeople.

MS+P that we expend necessary funds to get questionnaire to + from townspeople

Meeting adjourned

Respectfully Submitted
Carol Moscat

December 18, 1974

The meeting was called to order with 4 members present. 5th member came lat
The minutes of the October 16, 1974 meeting were read and accepted.

Treasurer's report: The checkbook balance is $2242.52.
S&T has been paid.

The librarian's report was read.

Old business: Re. flood light. Contacted electric company and were adivsed that it would be installed within two weeks.

The window is fix d.

New business: The faucet leaks. Herb will fix.

It was moved, seconded andpa sed that we get a parking sign and reflectors if feasable.

Things to be considered in future:

1. entrance through rear of library from parking lot.

2. Landscaping in spring

3. Repair sidewalk in front

4. Electric logs in the fireplace.

5. Wire-gruss surface of building for bi-centennial

6. Roland Poulin will charge $200 for each room to refinish floors. Two steel wools, one coat of finish. If we move books, he will move cases. 3 days each room.

7. Balconies have to be repainted (Galopeau?)

8. Paintings have to be cleaned and repaired.

Contact George Paige re. snow removal when he gets out of hospital.

Meeting adjourned 9:50

Respectfully submitted,

Carol Moscato

Carol Moscato
Secretary.

March 19, 1975

The meeting of the Griswold Memorial Library Trustees was called to order with all members present.

The minutes of the 12/18/74 meeting were read and accepted.

Treasurer's report: Check book balance $1627.83.

The Librarian's report was read and accepted. Mrs. O'Brien said that the state was going to give us a lot of reference and non-fiction books as well as a lot of records as she had attended certain meetings, at the Ashfield Library.

Old Business: CETA work program. A letter is being sent to John Barrett re interior wall painting, window sashes and refinishing floors.

We are going to put reflectors on ends of the driveway and parking signs up . Fred will get cost of these.

The questionnaires will be ready by next meeting

It was voted to to the electric logs in the fireplace and yes to a light in the back in the parking lot.

New Business: The budget has been submitted.

Kids are playing softball behind the library endangering our windows. Mrs. O'Brien will talk to them and ask them not to do so during library hours.

The meeting was adjourned.

Respectfully submitted.

Carol Moscato
Recording Secretary

May 21, 1975

The meeting was called to order with 5 members present.

It was moved, seconded and passed that we keep the same slate of officers as last year:

Chairman:	Herb Saunders
Treasurer:	Velma Aikens
Secretary:	Carol Moscato

Finance Committee: Velma Aiken
Fred Muehl

Buildings committee: Herb Saunders
Fred Muehl

The minutes of the March 19 meeting were read and accepted.

The sixth member arrived late.

Treasurer's report: $1099.36 Check book balance

The librarian's report was read and accepted.

Old Business: Fred is checking into the letter sent to CETA.

The Neighborhood Youth Corps is offering kids a job this summer and will furnish salary. Mrs. O'Brien is sending in an application to get some library help.

The questionnaires are in and ready to be stamped. Mrs. O'Brien and some of the trustees will find out exactly how many mailings there are in Colrain and we will meet Wednesday, May 28, to apply stamps.

Fred is rechecking on the costs of the reflectors and ~~###~~ sign costs. We have two 'NO PARKING' signs to be placed in front of the library walks.

Mrs. O'Brien ~~xx~~spoke to the kids about playing ball.

We have received the information from Kendall--see minutes of July 25, 1973 minutes and letter dated March 21, 1975.

It has been noted that S&T Trucking did not do a good job on restoring the grass on either side of the walk or parking lot. There is a lot of loose stone in the grass that might prove hazardous when mowed.

The meeting was ajourned 8:40

Resepectfully submitted,

Carol Moscato, Secretary.

June 18, 1975

The meeting was called to order.

The minutes of the May 21, 1975 meeting were read and accepted.

Treasurer's report: Balance of $31.85 at present. Getting budget request July 1, 1975.

The librarian's report was read and accepted. Request from Elaine Stanley that she come in two hours for reading program. This was moved, seconded and passed.

Old Business: Fred sent another letter to CETA and we are on the list.

Fred will bring in the ~~catalogue~~ catalogue of signs.

We haven't heard from the Neighborhood Youth Corps.

The questionnairs have been sent. 60 were returned out of 500. The results are being tabulated by Fred and Diane Muehl.

New Business: It was moved, seconded and passed that there be no meetings during the months of July and August.

Shirley Byron stopped by as an observer.

The meeting was adjourned at 8:45

Respectfully submitted,

Carol Moscato

Recording secretary

Sept 7, 1975

The meeting was called to order with all members present.

The minutes of the June 18th meeting were read and accepted.

The treasurer reported a check-book balance of $488?. It was moved seconded and passed that we pay for the season's fuel in advance thereby saving 2¢ a gallon. The appropriation was received. Dividends from the Ernest Demarais fund are to be automatically received four times per year.

Librarian's report was read and accepted. Bruce Baker, Regional administrator of Western Regional System advised that ~~all~~ the old books that haven't circulated be weeded out. It was moved seconded and passed that Colrain residents be advised that they have 1 month to pick over the books and then the remaining books will be available for the general public to pick over.

Old business: The CETA request is still alive.
We had a worker for 4 weeks this summer from the Neighborhood Youth Corps.

New Business: The front door needs attention, also oiling.
The clock was out of order for about 1 month and was fixed gratis, [illegible]

The meeting was adjourned.

Respectfully submitted,

Carol Moscato

Carol Moscato, Secretary.

Nov 19, 1975

The meeting was c lled to order with 5 members present. The minutes of the 9/7/75 meeting were read and accepted.

Treasurer's report: $4029.03 check book balance. The phone company claims an over abundance of calls. If it harpens again a lock will be applied to the phone.

The Librarian's report was read and accepted.

Old Business: Our CETA request is still alive. The door still needs oiling.

New Business: The dehumidifier is not working properaly. Fred and Herb will look at it to determine if it has to go to LaPierres to be fixed.

A will made by Milton Davenport last summer left us approximately $1890. We have not received it.

The meeting was adjourned at 8:40.

Respectfully subbmitted,

Carol Moscato

Carol Moscato, Secretary.

Dec 17, 19~~76~~75

The meeting was called to order with 4 members present.

The minutes of the Nov. 19 meeting were read and accepted.

The treasurer's report was given. There is a $3840.30 balance in the checking account and all bills have been paid. Velma reported that $1898.82 from the Milton Davenport estate was received and deposited in the building fund. Velma read a copy of letter of acknowledgement sent to Patricia Benson and Lucy ~~Summer~~. SUMMER.

The Librarian's report was read and accepted.

Old Business: Herb has greased the door.
The dehumidifier was checked and seems OK, now.
CETA men will paint ceilings, walls, and redo floors.
We are requested to move pictures, books and furniture and close library while they work.
Herb will contact Hale Johnson about advisability of cleaning rotunda ceiling.

Ask men about cracks in ceiling and moving furniture.

The meeting was adjourned at 8:45.

Respectfully submitted,

Louise O'Brien

Louise O'Brien
Secretary Pro-tem.

May 19, 1976

The May meeting was called to order at 8:10 p.m. with five members and the librarian present.

The following officers were elected for the ensuing year:

Chairman - Mildred Bowen
Secretary - Vivian Williams
Treasurer - Velma Aiken
Publicity - Mary Schneider
Finance - Charles Mayer & Velma Aiken
Building & Grounds - Fred Muehl

There was no secretary's report as the nimutes had not yet been turned over by the former secretary. The treasurer's report was read and accepted with a balance of $2240.57 including $820 from the grant. The Librarian's report was read and accepted.

Under old business, Mrs. O'Brien reported that a Eureka vacumn cleaner had been purchased and was working very well.

Fred Muehl reported on his tabulated responses to the question-airres. Fifty-one were returned which was about a 12% response. The most negative responses were on the hours our library is open. Many persons wished it to be open the same days as the dump to save extra trips. Some people also requested Saturday. After a lengthy discussion, it was voted to change the hours for a trial period beginning June 7th for 4 months. The new hours will be:

Monday - 2:30 to 8:30
Wednesday - 2:30 to 8:30
Saturday - 9:00 to 12 noon

In order to get a faster turn-over of our new books, it was voted to have new books returned in 7 days, leaving old books at our regular time of 14 days.

The floors were again discussed as we now have quotes from several people. Fred Muehl will look into these and report at the next meeting.

Under new business, Mrs. O'Brien asked the trustees to look over a new book she has received entitled "The American Dream: Shadow and Substance" to see if we feel it is worth the purchase price of $25.00. The purchase of this book was unanimously approved. She has also received back the book which we had bound entitled "The Growth of Industrial Art".

Flower boxes for the front of the library were discussed. Mrs. Aiken will take them home and have her husband fill them with good soil, then purchase some plants, hopefully red, white and blue to carry out the Bicentennial theme. George Page has filled a tire with soil for flowers at the corner of the walk.

Meeting was adjourned at 9:45 p.m.

Respectfully submitted,
Vivian A. Williams
Secretary

June 16, 1976

The June meeting was called to order at 8:20 p.m. with three members and the librarian present. Mary Schneider acted as Chairman in the absence of Mildred Bowen.

The Secretary's report was read and accepted. The Treasurer reported a balance of $1771.43 which still includes some of the grant money.

The Librarian's report was read and accepted. She also reported on plans for the summer reading program and showed us special bi-centennial certificates for the children.Mrs. O'Brien read a letter from the LSCA Reference Project stating they had run out of money so we will not be receiving all the books we had ordered through this grant. It is unfortunate the money ran out but we are grateful for the books that were received.

Under old business, in order to collect on the grant we have been awarded, everything has to be ordered by the end of the month. The floors have been done at a cost of $261 for labor plus supplies and really look beautiful. The library was closed for two days in order to get this project accomplished. Making our new books 7-day books has not been working out very well so far as nobody is taking them out. People seem to feel they can't read a book in 7 days but we will continue to try this out for the summer.

Under new business, Mrs. O'Brien will be taking her vacation from July 11 to 21st and Elaine Stanley will fill in for her. Hopefully we can get a Youth Corp worker during the summer to wash windows and carry old magazines, etc. down cellar. Mrs. Bowen's granddaughter, Ann Bidlak, is interested in the job and she would also be able to help out with the children's program.

Next meeting will be September 15th. Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Vivian Williams

Secretary

September 15, 1976

The September meeting was called to order at 8:10 p.m. with four members and the librarian present.

A letter of resignation from the Board was read from Mrs. Mildred Bowen. The Selectmen as yet have not appointed anyone to fill her unexpired term. Mary Schneider was elected Chairman.

The secretary's report was read and accepted. The treasurer's report was read and accepted with a balance of $5500.08 which includes the town appropriation received in July. The librarian's report was read and accepted.

Under old business, the projector has been received and the children seem to enjoy it very much. The bills for the supplies for sanding the floor were discussed at length. After all the final bills are in, the total for the floors came to almost $400 for labor and supplies. All of our grant money has now been spent except for $11.49 which must be spent this month. Motion was made and carried that we go back to two weeks on our new books as the 7-day idea did not work out.

Under new business, the substitute librarian has not been receiving the minimum wage. Motion was made and carried that she be paid at the rate of $2.30 per hour. Motion was also made and carried that we give the librarian a 25¢ an hour wage increase.

Mrs. O'Brien had a copy of "A Pictorial History of Greenfield" for us to look at and see if we wished to purchase. Motion made and carried not to purchase the book as it did not seem worth the $8.00.

Discussed the problem of snow removal and also the appearance of the grounds this past summer. Fred is going to talk with the Selectmen about having the town do the plowing and also see if they will do anything about the grass mowing.

Motion made and carried that the librarian do some research and prepare a brief history of the library, specifically advising how the library got started, what the paintings on the walls are, and any other important details.

Next meeting will be October 20th. Meeting adjourned at 9:20 p.m.

Respectfully submitted,
Vivian A. Williams
Secretary

October 20, 1976

The October meeting was called to order at 8:10 p.m. with six members and the librarian present.

The Board of Selectmen have appointed A. Hale Johnson to fill out the unexpired term of Mildred Bowen and we are glad to welcome him to the Board. It was also nice to have Mr. Mayer back again after his lengthy illness.

The secretary's report was read and accepted. The treasurer's report was read and accepted with a balance of $4,084.42. The treasurer also reported that our application for the state grant has been made out and sent in. The librarian's report was read and accepted.

Under old business, discussed the four-month trial period of having the library open Saturday mornings. As very few patrons seem to be taking advantage of this, motion was made and carried that we return to the old hours on Monday, Wednesday and Friday. Fred reported that he had met with the Selectmen and that the town will plow the driveway and parking lot this winter. Discussed putting up the "No Parking" sign out front. Motion made and carried that we purchase two signs indicating that there is parking in the back. Fred is going to order these. **

Under new business, Mrs. O'Brien reported there is a grant available for visually and physically handicapped persons. She has applied for a grant to purchase large print books. Mrs. O'Brien also reported that there is material available from the Dairy & Food Council in Springfield if we can get them picked up. Available are a bell collection, a doll collection, and a model dairy farm. She will look further into this and arrange to borrow them for a time if possible. A letter was read from the Brattle Book Shop in Boston looking for discarded books and out-of-date periodicals. Motion made and carried that the secretary write them and invite them to come and look over what we have available. Mrs. Shirley Byron has been appointed a member of the Book Committee.

Next meeting will be November 17th. Meeting adjourned at 9:05 p.m.

Respectfully submitted,
Vivian A. Williams
Secretary

** Mrs. O'Brien has written a short history of our library which the Chairman read us. It was very well written and informative. Fred will look into the cost of having this printed and report back at the next meeting.

December 15, 1976

The December meeting was called to order at 8:15 p.m. with four members present. No meeting was held in November as we did not have a quorum present.

The secretary's report was read and accepted. The treasurer's report was read and accepted with a balance of $3,814.27. The librarian's report was read and accepted.

Under old business, we discussed a bill for snow removal for last winter from George Page. Decided to hold off paying the bill until Fred can check on it. Fred reported that parking signs have been ordered and should be here soon. Have had word from the Dairy and Food Council that the doll collection and model farm are available during the month of February. Motion made and carried that if the librarian wishes to pick these up, the Trustees will pay her mileage to do so.

Under new business, Velma mentioned that it is budget time again and as Charlie is on the committee with her, she will call him and they will work out a budget for next year. Motion made and carried that the librarian make out a list of duties that are expected of the custodian, to see if this will result in a little better job. An application form has been received for a grant for children's puzzles and games. It was the feeling of the Board that this library is not set up or equipped to handle such children's programs. Motion made and carried that the librarian write the regional office thanking them for keeping us in mind but that we do not wish to participate. As the chairs around the conference table are scratching up the new floor badly, motion made and carried that Fred purchase gliders for the chairs. He will also purchase some new light bulbs at the same time.

Next meeting will be January 19, 1977. Meeting adjourned at 9:30.

Respectfully submitted,

Vivian A. Williams

Secretary